



# Woodinville Sports Fields Block Time Application

**Woodinville Parks & Recreation**  
 17401 133 Avenue NE  
 Woodinville, WA. 98072  
 425-398-9327  
 Fax-425-489-2758  
 recreation@ci.woodinville.wa.us

*New Sport Field Layout: 2 fields = entire complex. Soccer Field Dimension: 200'W x 360'L . Entire Field complex 360'W x 500'L.  
 Baseball/softball: 60 ft. baseline. Pitching pegs at 35', 40' and pitching mounds portable) at 46'. Diagonal measurement of complex is 600'.*

## Hourly Rates Per Field

Category	Residents		Non-Residents	
Youth Practice/Game	\$20.00	<input type="checkbox"/>	\$23.00	<input type="checkbox"/>
Youth Tournament	\$29.00	<input type="checkbox"/>	\$33.35	<input type="checkbox"/>
Adult Practice/Game	\$29.00	<input type="checkbox"/>	\$33.35	<input type="checkbox"/>
Adult Tournament	\$57.00	<input type="checkbox"/>	\$65.55	<input type="checkbox"/>

**Please verify zip code of your league**  
**Residency (past year):**  
 \_\_\_\_\_ # of total players in 98072  
 \_\_\_\_\_ # of total players in 98077  
 \_\_\_\_\_ # of total players in NSD  
*Note: City Limits residency will be verified by city staff using league roster addresses.*

**Organization:** \_\_\_\_\_ **Contact:** \_\_\_\_\_

**Address** (PO Box not accepted): \_\_\_\_\_ **City** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Day Phone** \_\_\_\_\_ **Evening/Cell** \_\_\_\_\_ **Email** \_\_\_\_\_

Baseball     Softball     Soccer     Lacrosse     Football

Other (please describe): \_\_\_\_\_

**Do you understand that payment, insurance, and residency addresses are due before you are issued field permit and can take the field?**  Yes **Tentative Permits (Block permits) are only held for 10 business days before being released to other leagues.**

Field	Day(s)	Start Date	End Date	Start Time	End Time
Field 1 (North)					
Field 2 (South)					

***Please use this table format if submitted your field requests on separate form.***

**Other Fees:**  
 Lighting Fee: \$23.00/hour per field. Entire complex, single renter, lighting fee for complex: \$23/hr.  
 A \$100.00 deposit and insurance is required for Block Permits and tournaments only.  
 Cancellation Fee \$10.00; *No refund if cancellation is not made 15 business days prior to rental.*  
 Block Time Permit Application Processing Fee (Non refundable): \$10.00.

**Residency Verification:** *City will verify 98072 addresses to identify players living within the City limits of Woodinville. City will ask for addresses (not names) of players in order to preserve confidentiality of minors.*

### Indemnification / Hold Harmless

The undersigned certifies that the information given in this application is accurate.

Applicant/User has read all the field regulations (back of this form) and agrees to abide by the field use regulations. Please make sure to **sign back page** as well. Incomplete applications forms will be returned to sender.

User shall defend, indemnify and hold harmless the City of Woodinville, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of the use of Premises or from any activity, work or thing done, permitted, or suffered by User in or about the Premises, except only such injury or damage as shall have been occasioned by the sole negligence of the City of Woodinville.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

## Woodinville Sports Fields Regulations and Rules

*Applicant must have full authority from their league or group to sign such a contract (such as this field rental application and rules form) and, in the event he/she is not so authorized that he/she will be personally liable for the faithful performance of this agreement. This Form constitutes a contract between applicant and the City of Woodinville.*

The City of Woodinville reserves the right to alter or cancel any scheduled activity when necessitated by a conflict of usage times or concern for field conditions.

1. The Applicant/User agrees to respect the authority of City staff.
2. Teams may not use athletic fields unless pre-scheduled and permitted by the City of Woodinville.
3. The Applicant/User will not apply chalk, tape, paint, or any other chemical substance to the synthetic turf without written city approval. No pegs or penetration into field turf. No equipment or storage of items/supplies can be left on City property without written City approval.
4. No food or beverages permitted on field. Sport drinks and water are permitted. All garbage must be placed into trash receptacles.
5. Applicant/Users shall report any damage on the field or field complex to the Parks & Recreation office (field scheduler, Jenn Dragland or Brenda Eriksen at 425-398-9327.)
6. Leagues must submit a field use plan for permit approval.
7. The Applicant/User is financially responsible for damage or vandalism to city property during its scheduled activities. If it is necessary for the City to repair damages or clean the premises, the Applicant/User will incur the cost. The applicant acknowledges that it will receive an invoice from the City for any costs, expenses, or damages that have not been reimbursed and that any unpaid invoices will be sent to a collection agency.
8. Field users must not stay beyond their permitted field use time. Any user found to extend their permitted time without written approval from the city will be charged for additional field use time, and may receive reduced field slot times in the future.
9. Field use activity is permitted thru the Field Rental Permit process. The activity listed on the permit is the only activity that the City has approved for field use. If any desire to change or add a different activity to permitted use, user must contact the City and obtain written approval.
10. Homerun lines are not marked on the field turf. If league would like to place cones to mark this homerun line, league should indicate this on their permit. No league can paint or otherwise mark homerun lines on the turf unless written approval has been provided by the City.
11. Consumption or possession of alcoholic beverages or appearance of an intoxicated state is strictly prohibited.
12. Smoking & Tobacco products are not allowed within 25 ft of the synthetic turf athletic field.
13. Gum, wrapped candy and sunflower seeds are not allowed on synthetic turf fields or adjacent dugouts.
14. Pets are not allowed on the Woodinville Sport Fields or by the bleacher area. Leashed Pets are permitted on the walking trail. Pet clean up bags are provided at the field. Please make sure to clean up after your pets.
15. Absolutely no vehicle access beyond marked parking areas. Supplies must be carried to field.
16. Sports field parking is in the south parking lot off of 131<sup>st</sup>. Please do not use the lots at City Hall or CEC.
17. Field use by youth must be under Adult supervision at all times. The Applicant/User is responsible for the conduct of participants and spectators. Profane language or other objectionable behavior is not permitted.
18. The Applicant/User must abide by the policies of the City of Woodinville, and the laws of the State of Washington. Fire and Safety Codes will be enforced.
19. The City will require proof of insurance, listing the City as additionally insured. General liability limits must be at least \$1,000,000 per occurrence. The Certificate shall include a 30 day cancellation notice provided to the City. Failure to provide insurance coverage will result in denial of field request or forfeiture of any scheduled field use. Insurance is due at time permit is firmed up.
20. No one over the age of 12 may hit a hardball (baseball) on Sports Fields.
21. Leagues are responsible for ensuring safety and scheduling activities within their rented field space.
22. No warm up play is permitted outside of the field area. Kicking balls or hitting balls into the field fencing or climbing or sitting on the fences or trees is prohibited.

23. **Field users must be prepared to present a firm Field Use Permit to a city staff if/when asked. If a Field user cannot produce the requested documents they will be asked to vacate the fields. It is the Applicant/User's responsibility to provide a copy of these items to the field user. Coaches should also be provided a copy of these field rules. League schedules do not substitute for a City of Woodinville field use permit.**
24. The following rules apply to any advertisements for events to be held in a City facility pursuant to this facility rental application: 1) no use shall be made of the City of Woodinville's logo; 2) all advertisements shall be consistent with the information provided in the application; 3) all advertisements shall be consistent with the rules and regulations governing use of the facility; 4) all advertisements shall contain the following statement in font no smaller than 12-point: "This event is not sponsored or endorsed by the City of Woodinville."
25. Refunds, less \$10.00 processing fee, will be given if the reservation is cancelled more than 15-business days prior to the reservation. No refunds will be issued if notification provided 14 days or less from permitted use. If the City cancels a reservation, a full cash or credit refund will be issued.
26. Public drop in use of the sports fields is only permitted when no permitted use is occurring **on any field within the field complex.** Organized teams (youth or adult) use is not allowed on drop in times. Organized teams found using the fields on the drop in times risk losing field privileges.
27. The Field Update Line is 425-984-2345 and will announce City determined field closures due to extreme conditions (ex. Snow, Ice, or other hazard situation.) For general weather related issues, please have players contact leagues or coaches for game or practice cancellations.
28. Resident is defined as a person or business residing in the City limits of Woodinville.

**This field application form is not a confirmation of field use. Confirmation of use has been given when the City has received payment, Insurance has been received and a firm permit has been sent back to the applicant.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**Office Use Only**.....

\_\_\_\_\_ **Date received into Office**

\_\_\_\_\_ **# of players in City Limits (Year of Roster \_\_\_\_\_)**

**Communication Log with League Contacts for Permit**

<b>DATE</b>	<b>Contact Person</b>	<b>Communication</b>