

2024 Tournament Contract

Lou Berliner Sports Park

Columbus Recreation & Parks - Sports Office
 1111 E. Broad Street, Suite 103
 Columbus, Ohio 43205
 614-645-3366



THE CITY OF
COLUMBUS
 ANDREW J. GINTHER, MAYOR

RECREATION AND PARKS
 DEPARTMENT

Name _____ Date _____
 Organization _____
 Address _____
 Phone _____
 Email _____

Event Name	Dates	Fields	Deposit	Notes

DEPOSIT

- The deposit reflects the total number of fields approved and are charged at the following rate:
 - Baseball & Fastpitch - \$100 per field
 - Slowpitch - \$75 per field
 - Large and/or Multiple events - \$1,500 maximum deposit. Will rollover to subsequent events.
- This is a non-refundable deposit. If the event is canceled, no refund will be issued. Deposit will be applied towards field fee balance. If hosting multiple events, deposit will be applied towards the field fee of the final event.
- Payments for all deposits can be made by cash, check or credit card. If paying by credit card, please call 614-645-3366 (8a-5p, Mon-Fri). Checks and cash payable to **City of Columbus**:
 - Columbus Recreation and Parks
 - Attn: Kevin Ohms - Sports Office
 - 1111 E. Broad St. #103
 - Columbus, Ohio, 43205
- Rental request is not final until deposit and contract are received. **Deposit due:**

2024 FIELD FEES

- All rates are per field, per day
 - Slowpitch Softball - \$225
 - Baseball - \$300
 - Fastpitch - \$300
- For full pricing details, please visit the [CRPD website](#)

The following requirements are either city or park codes/regulations. Please read and review carefully, and initial after each section.

INSURANCE REQUIREMENTS - Permit holder is required to provide comprehensive general public liability insurance with a financially responsible insurance company or companies, covering its respective operations. Each policy will have limits of no less than one million dollars (\$1,000,000.00) for personal/bodily injury or death of any person in any one accident, and one hundred thousand (\$100,000.00) for property damage. The policies must include **City of Columbus** and **B.A.T.S (Berliner Action Team for Sports)** as additionally insured. All policies must be submitted to CRPD at least one (1) week prior to the event. If the policy encompasses multiple events, it will be due one (1) week prior to the first event of the season. _____

ADDITIONAL RULES/CONTRACT - CRPD reserves the right to update rules/guidelines and require additional contract(s) be signed prior to event(s). This could be done to stay in line with any changes/updates in local, state or national guidelines due to any reason. _____

FIELD RESERVATIONS - Permit holders will be responsible to pay for all fields reserved, regardless of usage, unless updated field count is communicated to CRPD at least 45 days prior to the event. Please keep in mind that you may reserve fewer fields on Sunday for a multiple day event. _____

SCHEDULES/FIELD ASSIGNMENTS/LIGHT USAGE

- **Final schedules** - Due at least 5 days prior to the event and field numbers will then be assigned.
- **Start Times** - Games may not be scheduled before 8am, or within 1 hour of sunrise (without prior approval).
- **Lights** - Charged at a rate of \$60 per field, per day.
- **Field/Light Usage after 11pm** - If fields are used after **11pm**, a fee of \$100 per field, per hour will be charged to the permit holder. Weather delays will be taken into consideration (\$20 light fee per field, per hour would apply for usage after midnight if delayed due to weather). _____

METAL SPIKES - Metal spikes are prohibited on all fields at Lou Berliner Sports Park. In the event metal spikes are used during an event, the tournament director will assume responsibility for any damages caused to fields or pitching mats/mounds. It is the responsibility of the tournament director to notify all teams participating in their event(s). _____

CRPD SUSPENDED PLAYER LIST - All events and tournament directors agree to enforce the CRPD Suspended Player List for all events at Lou Berliner Sports Park. An updated and current list can be found on the [CRPD website](#). Failure to enforce this policy may result in forfeiture of deposit and future events. _____

PARTICIPANT INFORMATION - Tournament directors must have an entire team/player list available to CRPD upon request within 1 week of event completion. The list may be requested for reasons such as player eligibility, mass confrontation, violence, or property damage. List must contain contact information (name, phone, email, address) for, but not limited to, teams, players, coaches, officials, volunteers, vendors. _____

BERLINER HOUSING AGENCY - All events taking place at Lou Berliner Sports Park are required to exclusively use the current Housing Agency (HelmsBriscoe) for all event lodging needs. CRPD does not require tournament directors to host "Stay to Play" events, but HelmsBriscoe must serve as the only housing agency for all events. Contact: **Brandon Gessner** - CRPDhotels@gmail.com - **614-682-6899** _____

PERMIT HOLDER - Permit holders must be on site for their entire event. If a permit holder is not able to be on site at any point, they must contact a CRPD representative and designate a temporary replacement/contact person. Permit holders will provide CRPD representatives with the designee name, contact number and primary location during the event. _____

VIDEO STREAMING - Lou Berliner Sports Park has partnered with LiveBarn to bring live video streaming to select fields. Because of this, attaching any video recording device to a backstop, or streaming of any type, is prohibited for all events on fields that include this service. _____

WEEKDAY PLAY - All events held during the week (Monday-Thursday) at Berliner must be finished by 4:30pm on all fields unless other arrangements have been made. _____

SUNDAY PLAY - All events on Sunday at Berliner must be finished on fields 6, 7, 8, & 9 by 2:00pm. Please schedule accordingly. For one (1) day event reservations, a Sunday rain back-up date can only be scheduled when field space is available. _____

MERCHANDISE VENDOR PERMIT - Only Tournament T-Shirts can be sold without a permit. The sale of any additional merchandise will require a permit. Permit holders must notify CRPD at least 7 business days in

advance of all vendors attending the event. Once approved by CRPD, the permit holder will receive vendor set-up instructions and their on-site location.

- It is the responsibility of the permit holder to ensure all vendors are aware of the event set-up and all rules and regulations which apply.
- Permit holders will be charged a fee per vendor/per site attending the event. A fee of \$200 will be charged for failure to notify CRPD by the above mentioned deadline.
- Vendor fees are charged based on the full length of the tournament:
 - 1 Day - \$100
 - 2 Day - \$200
 - 3+ Day - \$250
- Merchandise drop off within complexes at fields 1, 4, & 5, 10-13 and 14-17 must be completed at least 1 hour prior to the first game time. Pick-up is not permitted until completion of all games, and the area is cleared of all spectators and participants. _____

PARKING

- Berliner - Daily parking rate of \$5 per vehicle, vehicles with trailers at \$10 per, and RVs at \$15 per.
- Vehicles permitted to park ONLY one (1) car length into grass. Those in violation are subject to ticketing and/or towing.
- Overnight parking is prohibited. Those in violation may be towed. _____

TOBACCO FREE - No person shall use any form of tobacco at or within 100 feet of the created zones in city-owned parks or operated outdoor facilities including the restrooms, spectator and concession areas, playgrounds, aquatic areas, athletic fields/courts, and special event venues. Highest volume areas are fields #1, 4, 5, #10-13, and #14-17. _____

TURF FIELD RULES

- **Prohibited Items on Fields:**
 - Sunflower Seeds
 - Gum
 - Sports Drinks
 - Food
 - Soda/Pop
 - Juice
 - Tobacco Products
 - Glass
 - Pets
 - Golf
 - Flammable
 - Liquids
- **NO** batting practice or pitching practice (warming up) is permitted on any part of the field turf (including sidelines). _____

CONTINGENCY/EMERGENCY PLAN - This policy is for all CRPD tournaments and/or special events, and includes all weather related situations as well as non-weather emergencies. On-Site designated CRPD personnel are required to enforce this policy. We ask that all permit holders cooperate and comply with personnel in the event this plan is executed. _____

FIELD CONDITIONS - CRPD will determine if fields are playable after inclement weather. CRPD reserves the right to postpone or cancel any fields or any events. Only CRPD employees may work on fields. Permit holders and/or customers may not attempt to improve field conditions in any way. _____

WEATHER CANCELLATIONS - If inclement weather forces the cancellation of the tournament prior to its start, a full refund or credit will be granted. If one (1) game/time slot is started and the tournament is unable to continue 50% is forfeited. If two (2) games/time slots are started and the tournament is unable to continue, no refund/credit will be issued. _____

GOLF CART RENTAL - Only authorized vehicles permitted in the park. All golf carts must be rented through Columbus Recreation and Parks. 2024 weekend rate will be communicated prior to event. Additional fees may apply for delivery/cart type. Those utilizing this service are required to abide by the following rental conditions:

- ONLY licensed drivers are permitted to operate.
- Golf carts may NOT carry more than the number of passengers for which they were designed.
- Operators MUST observe safe driving practices. No horseplay.
- Golf carts are to be properly secured throughout the event when not in use to avoid theft, damage or unauthorized use.

- It is the responsibility of the permit holder to pick-up/drop-off all golf carts at the grounds crew building. Golf carts must be inspected at this time and any issues or damages should be reported immediately. At the end of each event day, the permit holder must return all carts and keys to a CRPD representative. _____

TENTS - If Permit holder wishes to use a tent (larger than 10' x 20'), they must apply and pay for a permit through the Building Services, Department of Development at 757 Carolyn Avenue 614-645-6090, contact Nell Rife. If the tent is 10'x 10' or smaller, then permission must be granted through CRPD regarding set up. _____

ELECTRIC - Hookups and generator use are not available unless prior arrangements are made with Columbus Recreation & Parks. _____

RESTROOMS - Permit holder is responsible for keeping onsite restrooms free of vandalism during their event. _____

ALCOHOL - Law expressly prohibits the sale, consumption and distribution of alcoholic beverages in any city park, without prior valid permit. _____

SPECIAL NEEDS - Columbus Recreation and Parks Department Athletic Fields have specific dimensions or are designed for specific sports. If an organization requires fields to be altered, you must notify CRPD to give adequate time for arrangements. _____

POST EVENT SITE EVALUATION - Please be respectful of your facility. Trash and recycling bins are located throughout the park. Permit holders not returning the park in the same condition as it was secured, before their event, shall be billed for repair of damages. This will also affect the original facility deposit submitted. _____

LIABILITY - All operations by the permit holder under this agreement shall be conducted solely at their own risk. The permit holder will take proper safeguards to prevent any and all injuries or damage to property of the Department. Permit holders shall be responsible for any damages or injury occurring on or relating to the properties from the operations under this agreement. The permit holder will assume, pay and at all times indemnify, protect and save harmless the City of Columbus, the Department of Recreation and Parks, or its agents and employees from and against any and all claims, actions, damages, liability and expense arising from the activities in connection with its operation or occasioned wholly or in part by any act or omission of the permit holder, its agents, contractors, employees or servants. _____

TERMINATION - If the permit holder fails to maintain in full force and effect the terms of this agreement, then and in any such cases, immediately or at any time thereafter, the Department shall have the right to declare this agreement to be terminated. The Department also reserves the right to object to any and all operations, practices or activities of the applicant that in its sole opinion are unsafe, inappropriate, discriminate because of race, color, sex or national origin, or are contrary to the mission and philosophy of the Department. _____

I have read and understand the conditions of this contract and as permit holder I agree to abide by them. I understand it is my responsibility to educate participants of the above rules, policies and procedures. Violation of any CRPD Rules, Policies, and Procedures will result in deposit forfeiture, fine to the permit applicant, and could jeopardize any future field reservations.

Signature: _____

Date: _____

The City of Columbus Recreation and Parks Department reserves the right to alter the above stated rules and regulations for any, and all field permits issued by the Sports Office. All requirements are either city or park codes/regulations. They are requirements that must be adhered to when using City of Columbus property or parks and are the responsibility of the permit holder. Please read all info carefully so you are fully aware of what is expected of you and your organization.