

Outdoor Sport Facility Rental Application Form

APPLICANT INFORMATION:

Organization Name:	Contact Name:
Phone Number:	Fax Number:
Email:	Mailing Address:

BOOKING INFORMATION:

Sport being played:	League Name:

Please list your request (s) in the chart below or attach full team schedule to this application. Please be sure to clearly indicate the space, date, and times needed.

Facility	Unit	Practice or Game	Day of Week	Date	Start Time	End Time	Fee (\$)
Eg: Baseball/Soccer Complex	Diamond #3	Game	Mon and Wed	July 6	6:00pm	8:00pm	\$40.00
Notes/Special Requests:							

Completed application form can be emailed to: tyne.mills@eaststpaul.com or faxed to: (204) 668-1987



Outdoor Sport Facility Terms and Conditions

CODE OF	As a responsible user of the Rural Municipality of East St. Paul's Outdoor Sport Facilities, all leagues/teams/individuals are expected to follow these guidelines:						
CONDUCT:	 The consumption of alcohol and/or illegal drugs is strictly prohibited. 						
	 Smoking is not permitted on or adjacent to the sport fields and/or within 15 meters of facilities. 						
	 Players, coaches, and officials must be courteous and respectful to residents, other park users, maintenance staff, and other agencies at all times. 						
	Littering is not permitted on facility grounds.						
	All pets must be on a leash and fecal matter must be picked up.						
	 All users are recommended to try their best to stay within their allotted timeframe in order to be courteous to the following team that is booked. 						
	• The applicant will not be allowed to sublet the use of their allotted sport facility time to any person or organization not named in the rental application, unless otherwise approved with the Recreation Programmer and/or authorized personnel.						
	 Driving on the Fields is extremely prohibited. 						
	 Applicants are expected to respect and treat the facilities with the upmost care. It is the applicants responsibility to transfer this information to their team players and affiliates. 						
RENTAL FEES:	The Rural Municipality of East St. Paul charges a rental fee for the use of all Outdoor Sport Facilities. For rental fees please contact the Recreation Programmer. <i>Fees are subject to change.</i>						
PAYMENT:	Payment is due at the time of booking or before the use of the outdoor sport facilities, unless otherwise arranged with authorized personnel. Payment can be made using cash, cheque, or debit.						
CANCELLATIONS:	Applicants are required to give a 24-hour notice if they wish to cancel their booking. You will not be reimbursed if you fail to do so. However, under emergency circumstances your cancellation will be reviewed and you may be granted a full refund.						
	During extreme weather conditions that the sporting field is closed a full refund will be given.						
	The R.M reserves the right to cancel, postpone or reschedule a rental slot.						

egulations, they may jeopardize their partnership with the R.M of East St. Paul and i considered for future bookings.