



**Ball Field Usage Application/Permit**

**Event Details**

Name of Permit Holder: \_\_\_\_\_

Purpose of Booking: \_\_\_\_\_

Date(s) and Time(s) Requested: \_\_\_\_\_

**Contact Details**

Contact Person(s) Responsible: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_ Email: \_\_\_\_\_

Classification:	Seasonal ( )	Tournament ( )	Daily ( )
	Single ( )	Youth ( )	Special Event ( )

**Insurance**

Sports field users shall either:

a) supply a certificate of insurance naming the Town of Mahone Bay as certificate holder. The certificate of insurance must evidence limits of not less than \$5,000,000.00 (\$5 million) and provide 30 days notice of cancellation or material change harmful to the interests of the Town.

or;

b) For user groups who are not members or associated with a recognized body which provides member insurance, the Town maintains a Facility User Insurance Program offering appropriate insurance at reasonable rates available to the Organizers/User groups. See attached fee schedule for current rates according to the nature of your event.

Insurance for Public Events is covered by the Town of Mahone Bay.

**Terms of Agreement**

It is agreed and understood that the above named contact person and/or permit holder accepts responsibility for the cost of repairs or replacement (at current market value) of any structure, amenities, ancillary service and site grounds which are damaged as a result of improper or negligent use of the applicable structure and site grounds by themselves or their guests.

**This Permit is subject to all regulations, terms and conditions as shown in the Schedule of Fees below**

By signing here I agree that I have read and agree to all regulations, terms and conditions as outlined in the agreement and have paid all appropriate fees:

It is agreed and understood that the above-named contact person and/or permit holder accepts responsibility for the rental.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For Town Hall Office Use Only**

<b>Service</b>	<b>Cost</b>	<b>Amount Due</b>	<b>Received Yes/No Not Applicable</b>
Ball Field Rental (Hourly)	12		
Key Deposit (for use of washroom)	\$50		
Insurance (as required)			
<b>SubTotal</b>			

Insurance paperwork received (if applicable)? Yes/No

Total Fees Paid: \$ \_\_\_\_\_ Paid by: Cash | Cheque | EMT | Credit

Authorized by: \_\_\_\_\_ Date: \_\_\_\_\_

Deposit(s) Return Date: \$ \_\_\_\_\_ Returned by: Cash | Cheque | EMT

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## SPORTING ACTIVITIES

### LOW RISK – NOT INCLUDING LEAGUES - BADMINTON, TENNIS, CURLING, HORSE SHOES, BATON TWIRLING, INDOOR MINI GOLF, SHUFFLE BOARD, TABLE TENNIS, BOCCE BALL, BILLIARDS

\$2,000,000 PER OCCURRENCE		\$5,000,000 PER OCCURRENCE	
# OF PARTICIPANTS	RATE PER HOUR	# OF PARTICIPANTS	RATE PER HOUR
1-25	\$ 1.00	1-25	\$ 1.37
26-50	\$ 2.00	26-50	\$ 2.63
51-75	\$ 2.94	51-75	\$ 4.10
76-100	\$ 3.99	76-100	\$ 4.41
101-250	\$ 5.99	101-250	\$ 8.61
251-500	\$ 7.98	251-500	\$ 13.76
500+	<b>REFER TO BFL</b>	500+	<b>REFER TO BFL</b>

### MEDIUM RISK – NOT INCLUDING LEAGUES - BASEBALL, BASKETBALL, SOCCER, SOFTBALL, TRACK & FIELD, VOLLEYBALL, BEACH VOLLEYBALL, FIGURE SKATING, SKATING INCLUDING SPEED SKATING, POWER SKATING AND PLEASURE SKATING, ROLLER SKATING, CRICKET, RACQUET BALL, SQUASH, YOGA/FITNESS, TOUCH FOOTBALL, FLAG FOOTBALL, LAWN BOWLING, T-BALL, FIELD HOCKEY, TAI CHI, DRY LAND TRAINING, PICKLEBALL, ULTIMATE FRISBEE, DANCING, DANCE PRACTICE, BROOMBALL, NET BALL, SKIPPING ROPE, SWIMMING, TCHOUKBALL, DISC GOLF, SHORT MAT BOWLING

\$2,000,000 PER OCCURRENCE		\$5,000,000 PER OCCURRENCE	
# OF PARTICIPANTS	RATE PER HOUR	# OF PARTICIPANTS	RATE PER HOUR
1-25	\$ 2.00	1-25	\$ 2.63
26-50	\$ 3.99	26-50	\$ 5.46
51-75	\$ 5.99	51-75	\$ 10.82
76-100	\$ 7.98	76-100	\$ 13.44
101-250	\$ 10.71	101-250	\$ 25.62
251-500	\$ 12.81	251-500	\$ 31.29
500 +	<b>REFER TO BFL</b>	500 +	<b>REFER TO BFL</b>

### HIGH RISK – NOT INCLUDING LEAGUES - SOFT TOUCH MARTIAL ARTS, SLEDGE HOCKEY, SKATE BOARDING, BMX BIKING, INLINE SKATING, QUIDDITCH

\$2,000,000 LIMIT PER OCCURRENCE		\$5,000,000 LIMIT PER OCCURRENCE	
# OF PARTICIPANTS	RATE PER HOUR	# OF PARTICIPANTS	RATE PER HOUR
1-25	\$ 3.99	1-25	\$ 5.25
26-50	\$ 7.98	26-50	\$ 10.82
51-75	\$ 12.08	51-75	\$ 16.07
76-100	\$ 15.96	76-100	\$ 21.53
100 +	<b>REFER TO BFL</b>	100 +	<b>REFER TO BFL</b>

### ABSOLUTE EXCLUDED SPORT ACTIVITIES - FULL CONTACT SPORTS, FULL CONTACT MARTIAL ARTS, ANY FORM OF BOXING - RATES DO NOT INCLUDE COVERAGE FOR INSTRUCTORS NOTE: ANY ACTIVITY NOT LISTED, REFER TO BFL FOR APPROVAL AND RATING.

### ALL SEASON SPORT ACTIVITIES

- TO BE USED WHERE LEAGUES ARE NOT INVOLVED
- USE THE DEFINITIONS OF LOW, MEDIUM & HIGH RISK AS STATED ABOVE

# OF PARTICIPANTS	LOW \$2,000,000 PER OCCUR	LOW \$5,000,000 PER OCCUR	MEDIUM \$2,000,000 PER OCCUR	MEDIUM \$5,000,000 PER OCCUR	HIGH \$2,000,000 PER OCCUR	HIGH \$5,000,000 PER OCCUR
1-25	\$ 145.75	\$ 192.15	\$ 284.55	\$ 383.25	\$ 426.30	\$ 466.20
26-100	\$ 177.45	\$ 239.40	\$ 355.95	\$ 480.90	\$ 533.40	\$ 722.40
101-250	\$ 214.20	\$ 288.75	\$ 426.30	\$ 575.40	\$ 640.50	\$ 864.15
251 +	<b>REFER TO BFL</b>					

### ONE DAY SPORT ACTIVITIES

- TO BE USED WHERE LEAGUES ARE NOT INVOLVED
- USE THE DEFINITIONS OF LOW, MEDIUM & HIGH RISK AS STATED ABOVE

# OF PARTICIPANTS	LOW \$2,000,000 PER OCCUR	LOW \$5,000,000 PER OCCUR	MEDIUM \$2,000,000 PER OCCUR	MEDIUM \$5,000,000 PER OCCUR	HIGH \$2,000,000 PER OCCUR	HIGH \$5,000,000 PER OCCUR
1-25	\$ 35.70	\$ 48.30	\$ 71.40	\$ 95.55	<b>REFER TO BFL</b>	<b>REFER TO BFL</b>
26-100	\$ 71.40	\$ 95.55	\$ 141.75	\$ 192.15	<b>REFER TO BFL</b>	<b>REFER TO BFL</b>
101-250	\$ 107.10	\$ 144.90	\$ 214.20	\$ 287.70	<b>REFER TO BFL</b>	<b>REFER TO BFL</b>
251 +	<b>REFER TO BFL</b>					

### TWO OR THREE DAY SPORT ACTIVITIES

- TO BE USED WHERE LEAGUES ARE NOT INVOLVED
- USE THE DEFINITIONS OF LOW, MEDIUM & HIGH RISK AS STATED ABOVE

# OF PARTICIPANTS	LOW \$2,000,000 PER OCCUR	LOW \$5,000,000 PER OCCUR	MEDIUM \$2,000,000 PER OCCUR	MEDIUM \$5,000,000 PER OCCUR	HIGH \$2,000,000 PER OCCUR	HIGH \$5,000,000 PER OCCUR
1-25	\$ 71.40	\$ 95.55	\$ 141.75	\$ 192.15	REFER TO BFL	REFER TO BFL
26-100	\$ 107.10	\$ 144.90	\$ 214.20	\$ 287.70	REFER TO BFL	REFER TO BFL
101-250	\$ 141.75	\$ 192.15	\$ 284.55	\$ 382.20	REFER TO BFL	REFER TO BFL
251 +	REFER TO BFL					
<b>SOCCER/BASEBALL/BASKETBALL, CURLING TOURNAMENTS – USE ONE DAY OR TWO DAY AND THREE DAY SPORTS ACTIVITIES BASED ON RISK LEVEL – TOURNAMENT DURATION NOT TO EXCEED ONE WEEK (7 DAYS)</b>						
<b>SOCCER/BASEBALL/BASKETBALL CAMPS</b>						
<b>\$2,000,000 LIMIT PER OCCURRENCE</b>			<b>\$5,000,000 LIMIT PER OCCURRENCE</b>			
\$ 2.84 per player, minimum \$ 356.00 per camp			\$ 3.89 per player, minimum \$ 480.00 per camp			
<b>SOCCER/BASEBALL/BASKETBALL LEAGUES ONLY TO BE USED IF THE LEAGUE IS PLAYING SOLELY AT YOUR MUNICIPAL FACILITIES AND THE LEAGUE IS NOT PART OF A SPORTS ASSOCIATION</b>						
<b>\$2,000,000 LIMIT PER OCCURRENCE</b>			<b>\$5,000,000 LIMIT PER OCCURRENCE</b>			
Up to 25 participants per team	\$214.20 per team/per season – maximum 20 teams		Up to 25 participants per team	\$284.55 per team/per season – maximum 20 teams		
*For over 25 participants per team or over 20 teams per league – <b>REFER TO BFL</b>						

## **Schedule of Fees**

### **Ball Field Usage Fees**

- \$12 per hour booking fee with a minimum booking fee of 2 hours. If the application is received before May 1 each year, and there are a minimum of 6 events, a 15% discount will be applied.
- No booking fee is charged for youth groups
- \$5 million insurance naming the Town of Mahone Bay as an additional insured. Insurance policy may be arranged using the Town's insurance provider if you do not have your own. See the rate schedule for the amounts charged.

### **Key Deposit**

- A \$50 deposit for key and use of the washroom. This amount will be reimbursed once the key is returned to the Town Hall.

## **Rules and Regulations for Ball Field Property Usage**

- The Ball field can be booked between May 1st and October 31st each year. The Town of Mahone Bay reserves the right to determine the duration of season for usage of the sports field (i.e. Spring commencement and Fall termination dates).
- Seasonal or regular bookings should be made prior to May 1<sup>st</sup> to facilitate the scheduling of events.
- Hours of use of the ball field are from 8am to 9pm daily.
- The Town of Mahone Bay reserves the right to book field times as deemed appropriate.
- The Town of Mahone Bay reserves the right to cancel usage due to inclement weather, or in any instance when in the opinion of the Town, the field is unfit for use.
- The Town of Mahone Bay reserves the right to cancel usage for purposes of conducting maintenance work.
- If a Team or organization plays on a field declared unfit for use, that Team or organization will accept responsibility for costs incurred by the Town to conduct remedial work.
- Teams or organizations using the ball field accept liability for any damage or losses suffered by their members and spectators during their use of the premises.
- The Town of Mahone Bay reserves the right to pre-empt previously scheduled weekend bookings, in the event of a request to conduct a tournament.
- Teams or organizations disregarding any or all of the above rules may lose their usage privileges, and will not be entitled to any refund of user fees.