



CITY OF SNOHOMISH

Founded 1859, Incorporated 1890

116 UNION AVENUE □ SNOHOMISH, WASHINGTON 98290 □ TEL (360) 568-3115 FAX (360) 568-137

December 28, 2009

To: Applicants for Use of City of Snohomish Recreation Fields

Subject: Invitation to Apply for 2010 Season Scheduling of City of Snohomish Recreation Fields

Each year the scheduling of our sports fields has grown more competitive. Wanting to be good stewards of our responsibility and due to Parks Board and the community's desire to see that local youth are assured use of local sports fields, we have implemented a youth friendly approach to scheduling our sports fields.

On page 2 of this document you will find our Field Scheduling Application. **Please legibly fill out the application completely, have it notarized, and return to City of Snohomish – Facilities Supervisor at 116 Union Ave, Snohomish Washington prior to 5:00 p.m.**

January 22 2010.

Please complete one (1) application for each team for a 3-hour field use time, on a specific field, 2-days a week and either section 1 or section 2 or both if **needed**.

You may have notice that things have changed slightly. We have broken the year into 2 sections, Spring March 1 thru June 30 and Summer/Fall July 1 thru November 30. This is an attempt to let other organizations use the fields during typically slow times. I have been in contact with one or more representatives from most of the Little League organizations and this division off the seasons seemed to work the best.

If you have any concerns or comments about the schedule change please write in the appropriate area at the end of this application. We are only trying to make things better so your comments and concerns are important to us for future scheduling changes.

We will review all applications, establish the 2010 field use schedule and promptly notify all applicants.

Due to varying procedures for issuing of insurance certificates, you will be required to submit a current insurance certificate with your field schedule request form. A copy of your certificate from 2009, but with current coverage, will suffice until your organization receives the 2010 certificate. Once your new certificate is issued, promptly furnish us a copy. **NOTE, you will not be able to use our fields without a current effective certificate of insurance per the outline on page 5 of 6 item D.**

E-MAIL is the best way to get back to me.

Thank you for your cooperation.

David Bender
City of Snohomish
(360)-563-2633
benderd@ci.snohomish.wa.us

City of Snohomish Parks Division Field Scheduling Application

For a 3-hour field use time, on a specific field, 2-days a week
Blocks of time are
(9 am – 12noon) (12noon – 3 pm) (3 pm – 6 pm) (6 pm – 9 pm)
PLEASE PRINT LEGIBLY

Date: _____

- Field Desired (Choose One only): Field #1 (90 or 80 foot baseline)
All Fields Located at Pilchuck Field #2 (70 or 60 foot baseline)
Park Recreation Center Field #3 (90 or 80 foot baseline)

This is new for the 2008 season:

We have broken the year into 2 sections: (section 1: Spring) and (section 2: Summer/Fall)
Please circle one or both sections as needed and only as needed.

Please only circle the section you need to allow others to use the fields.

Section 1: March 1 thru June 31 **Section 2: July 1 thru November 30**

First Selection

Days of Week Desired (Circle One only): Sun Mon Tues Wed Thu Fri Sat
Blocks of time requested (Circle One only): 9 to noon noon to 3 pm 3 to 6 pm 6 to 9 pm

Second Selection

Days of Week Desired (Circle One only): Sun Mon Tues Wed Thu Fri Sat
Blocks of time requested (Circle One only): 9 to noon noon to 3 pm 3 to 6 pm 6 to 9 pm

Name of Organization: _____

Name of Team(s): _____

Name of Team Coordinator: _____

Address, Phone Number and e-mail of Team Coordinator (very important information):

address _____

Phone # _____

e-mail address _____

1. Are 100% of Participating Youth in your Team (Team Only, not full League) currently living within the Snohomish School District? YES NO
_____ Years
2. What is the Average Target Age of Participating Youth in this Team (Team only, not League)?
_____ Members
3. How many Youth members do you anticipate participating in this Team (Team only)?

Please comment on the new section change to the schedule:

- 1) Is this an acceptable division time (July 1st) or would a different time be more suitable:

- 2) Other concerns or comments:

Terms of Use for City of Snohomish Recreational Field Use

If this request is granted, the Organization agrees to the following:

a. The Organization agrees to release "The City of Snohomish, its officers, agents, employees and elected officials" from any liability arising out of its use of City property, except in the event of willful or negligent conduct by the City or its employees.

b. The Organization agrees to hold "The City of Snohomish, its officers, agents, employees and elected officials" harmless from and to indemnify them for any claims, damages, costs incurred as a result of the organization or its guests or invitees using City property.

c. The Organization agrees to obtain insurance against claims which might arise as a result of the proposed activities, and will notify its insurance carrier of this agreement and the fact that the agreement will bar subrogation action by the carrier and against "The City of Snohomish, its officers, agents, employees and elected officials".

d. The Organization has attached to this application current proof of liability insurance of at least \$1,000,000, with "The City of Snohomish, its officers, agents, employees and elected officials" shown as an **additional-insured**. Any description other than additional insured will not meet the requirement.
NOTE: The named "insured" on the Certificate of Insurance **MUST** match the "Name of the Organization" on the first page of this document.

e. No materials will be left or stored at the field after games or practices. City crews will dispose of any materials left or stored at the fields, other than in the provided storage shelters.

f. The Organization promises to make no physical alterations or improvements to the field except for pre-game preparations.

g. The Organization promises to take full responsibility for informing all teams and coaches of these terms of field use.

Dated this _____ day of _____, 20__

Signature of Authorized Organization Representative

(Print name)

STATE OF WASHINGTON

COUNTY OF SNOHOMISH

On this day personally appeared before me _____, to me known to be the _____ of _____, and who executed the within and foregoing instrument, and acknowledge that he/she signed the same his/her free and voluntary act and deed of said Organization for the uses and purposes therein mentioned, and on oath state the he/she was authorized to execute said instrument on behalf of said Organization.

GIVEN under my hand and official seal this _____ day of _____, 20__.

NOTARY PUBLIC in and for the State of
Washington, residing at: _____
My Commission expires: _____

CITY OF SNOHOMISH
PILCHUCK PARK RECREATION CENTER
Field Numbers

