



FOR ONLINE RESERVATIONS, FORMS, AND PAYMENTS:

FYCC
 5975 Main Avenue NE
 PO Box 93
 Albertville, MN 55301
 Phone: 763.496.6820
www.myfycc.com

PARK AND FIELD RESERVATION FORM

NOTICE

All summer leagues must submit full payment, form, and insurance by the 4th Friday in March or fields will not be guaranteed. All fall leagues must submit full payment, forms, and insurance by September 1. **No Exceptions.**

Office Use Only

Booking Date: _____ FYCC Sign Off: _____
 Payment Type: _____ Cash _____ Check _____ Credit
 Amount: _____ Check #: _____ OR
 Card Name: _____
 Card #: _____
 Exp. Date: _____ CVV: _____
 Final City Approval: _____ Date: _____

Please Print

Name: _____
 Street Address: _____
 City: _____ Zip _____
 Phone: _____
 Email: _____
 League Name: _____
 # of Teams: _____

	Date(s) Requesting:	Event Time:	Start	End	
(X)	Use	Fee	# days	# fields or teams	Total
	Central Park Shelter	\$100 per day (Resident) \$150 per day (Non-Resident)			
	Central Park Ball Field	\$100 per day (Resident) \$150 per day (Non-Resident)			
	Youth Soccer Tournaments (Fri-Sun)	\$100 per park per weekend			
	Youth Baseball/Softball Tournaments (Fri-Sun)	\$25 per field, per day			
	Adult Tournaments	\$100.00 per field or rink per day			
	Adult League-Summer (Apr.-Aug.)	\$175.00 per team <i>(Each team must sign and complete form—no exceptions)</i>			
	Adult League-Fall/Winter (Sept.-Feb.)	\$100.00 per team <i>(Each team must sign and complete form—no exceptions)</i>			
Adult Sports: baseball, softball, soccer, kickball, hockey, broomball, etc.					

- *The City accepts check, cash, Visa, MasterCard, or Discover.*
- *Please make checks payable to the City of Albertville.*
- *Non-resident deposits must be check or cash. Albertville residents (must own property on application) may use credit card for deposits with approval of City staff.*
- *Damages or cleaning fees incurred above the \$100 damage deposit will be invoiced or charged to the credit card used.*

Subtotal:	
Add Tax 7.375%	
Add Damage Deposit-\$100	
TOTAL DUE:	

CITY PARK RULES AND REGULATION

This information provided is general information only and is subject to change without notice.

1. Applicant desires to reserve and use the facility as indicated on application. Youth reservations are for age 18 and under on rosters and in high school.
2. FYCC collects all reservations, forms, and payment for the City of Albertville. Make checks payable to the City of Albertville when submitting to FYCC.
3. Applicant must remove all garbage and debris from the Shelter/Park/Field/Rink following use, clean, and restore the facility to its condition immediately after facility use.
4. Tournaments are responsible for removing all garbage and debris.
5. All gates/buildings which Applicant has unlocked shall be locked down upon end of use of the facility.
6. Use shall only take place during specified hours listed on the application.
7. In the event the amount of deposit (\$100) is not sufficient to offset any damage or clean up, the City shall, after repair of damage or cleaning, provide to Applicant an itemized statement of the costs of such repairs or cleaning, and applicant agrees to pay the balance due in 10 days after receipt from the City.
8. Applicant must maintain order and keep the peace with reasonable noise level during times rented. If Applicant needs assistance in maintaining order, they are to call Wright County Sheriff's Department (763.682.1162), and will be billed any costs incurred. Applicant and all guests shall comply at all times with the Rules and Regulations along with City, State, and Federal laws.
9. Must be 18 years or older to rent the Park Shelter.
10. No musical bands/groups or disc jockeys to perform at the Shelter/Park unless approved by City.
11. The City of Albertville City Code governs all alcohol use.
12. All motorized vehicles must be left in designated parking areas. No exceptions for leagues/tournaments.
13. Park hours are 7:00 a.m. to 10:00 p.m.
14. Reservations may be made no earlier than one year prior to the date of the event.
15. Those that wish to sell items must be licensed with the City prior to use. Food cannot be sold or distributed without the proper food license by the Minnesota Dept. of Health and a copy of food license must be submitted prior to rental.
16. Keys need to be picked up and dropped off at City Hall, 5959 Main Avenue NE, Albertville during regular business hours (Monday—Thursday 7:00 a.m.—5:30 p.m., closing daily from 12:00-12:30 p.m.).
17. Insurance must be provided naming the City as an additional insured for all leagues, tournaments, or other rentals as deemed necessary.
18. For leagues and tournament play, each reserved time slot is considered 2 teams.
19. Portable toilets, if needed, will be arranged in advance by the User with the City's contractor. Billing will be directly to the User and not go through the City. The City will not move portable toilets in parks.

By signing this application, I acknowledge receipt of and agree to follow all Park Rules and Regulations. I understand that a portion or all of my deposit may be charged if these policies are not followed. I authorize the City of Albertville, MN to file a claim against my insurance company if the deposit I have given does not cover any damages or cleaning needed from my use of the facility/grounds. I understand I will be the first one in the building/grounds and the last one to leave from my group and I must be present during the entire event.

It is agreed that this permit is a license only to use the facilities for the stated purpose(s). The licensee agrees that the City of Albertville, MN, its agents, employees, and assigns are not responsible for any personal injury, death, or property damage sustained by licensee, his/her invitees, or guests arising out of the use of the facilities pursuant to this permit. Licensee agrees to indemnify the City of Albertville MN, and its agents, employees, and assigns from any claims of personal injury, death or property damage made against it arising from the use of the facilities pursuant to this permit.

Sign: _____ Date: _____