

TOWN OF FOXBORO
Recreation Department
40 South Street
508-543-7255
2015 Field Request Form

Facility Desired: _____

Organization: _____

Address: _____

Contact Person _____ Phone: _____

Email: _____

Dates requested starting: _____ Ending: _____

Days of week: _____ Time: _____

Contact person @ facility during event: _____ Cell#: _____

REGULATIONS: Ultimately all decisions regarding field use will be at the Recreation Department's discretion and will be posted on the website (www.FoxboroRec.com).

1. Traditional seasonal sports (i.e. Foxboro Youth Baseball, , Foxboro Youth Softball, Foxboro Midget Football, and Foxboro Youth Lacrosse) will be given preference if two or more groups request the same facility.
2. Tournaments or other special events need to be applied for separate from regular league play. Please include contact information for coordinators of each league.
3. A certificate of insurance with a \$1,000,000 limit naming the town as an "additional insured" by endorsement must accompany all applications. *See indemnification form attached.

FIELD USE INSURANCE INFORMATION
Town Of Foxboro named as additionally insured

Producer: _____

Policy No: _____ (must be attached certificate to this agreement policy)

Effective Dates: _____

4. User fee: \$300.00 per 4-hour block. \$600 for any request beyond 4 hours per day. Security deposit is \$1,000.00 due with submission of request. May increase at discretion of Recreation Director.
Security deposit will be returned after event and inspection. To receive refund, Recreation Office must be supplied with a copy of the front and back of deposited check. Deposit must be paid with submission of paperwork. All user fees must be paid in full two weeks prior to start date. IF YOU ARE NOT PAID IN FULL TWO WEEKS PRIOR TO YOUR EVENT, YOU ARE NOT CONSIDERED CONFIRMED FOR FIELD USAGE. Any refunds must be requested in writing and will result in a \$50.00 administrative fee. If cancellation of Program occurs within 7 days of start of Program, user group will be assessed an additional \$150.00.
5. Any damage that is caused by a group using said facility will be repaired at the expense of the group. The group or organization will be responsible for all litter or general maintenance needed to leave the facility in proper condition, or charged accordingly.

6. Any special field preparation arrangements (i.e. Raking, lining fields) are the responsibility of the user. Absolutely no raking of mud into fields. No hitting balls into the backstop.
7. Any Facility Use Agreement may be revoked for any of the following abuses of a facility:
 - a. Use of Alcohol or Drugs
 - b. Litter
 - c. Field Damage
 - d. Illegal Use of Facility
 - e. Illegal Parking
 - f. No fees will be returned for any of the above reasons.
8. Inclement Weather Policy - use of closed fields, or one with standing water, jeopardizes the safety of all. In addition, the inappropriate use may require additional maintenance to restore field to safe conditions. Field closings will be posted on our website by 7:00am weekends and 1:00pm weekdays www.FoxboroRec.com or the Rec's Facebook page.
9. A field is automatically closed when:
 - a. standing water is evident
 - b. ground is water logged and squishy
 - c. presence of lightning or severe weather, storms
 - d. evening and weekend decisions are made by league officials
 - e. determination by the Rec. Dept.
10. All user groups must provide appropriate number of sanitary units for duration of field usage. It is User group's responsibility to maintain and provide care of these units up to and including possibly chaining to prevent tipping over. Sanitary facility tipovers or other damage is sole responsibility of the user group.
11. All user groups must empty trash barrels into dumpsters. In the event of large scale events (tournaments) user groups must provide own dumpster. At no time is trash to be piled around or near the barrels. Trash in and around the fields, dugouts, will result in a financial penalty of \$500.00.
12. The Recreation Director has the final authority on field usage. The Director, with the Rec. Board's support can end group use of Recreation Fields at any time. A user group can request a meeting with the Rec.Board to discuss use termination, but the Director's decision is final until such meeting is held.
13. Failure to follow these rules and regulations will result in the following penalties:
 1. Verbal Warning
 2. Written Warning and meeting with Recreation Board
 3. Suspension of use of field
 4. Permanent loss of field usage
 5. Any of the above penalties may also result in a financial penalty based on severity of above or field damage.
14. Special condition to this agreement as agreed upon by Recreation Director and representative of user group.

I, hereby for (Name of Organization), _____ have read all policies, and understand and agree to follow all the regulations in this agreement.

 President, Chairperson, Legal representative, Owner

 Recreation Director

 Date

Upon signature of all parties, user group will be given a copy of all agreements

Foxboro Recreation

Behavior Guideline Policy

1. Persons shall not enter Town property under the influence of drugs or alcohol or consume alcohol or drugs at any time while on Town property. Persons shall not possess any alcohol or drugs on Town property.
2. Smoking is prohibited on Town Fields.
3. Persons shall not possess, use, or store a weapon of any kind such as firearms, knives or explosives on Town property.
4. Persons shall not steal, or attempt to steal any property of the Town.
5. Persons shall not fight, assault, threaten or otherwise endanger any member of the public.
6. No person shall litter on Town property.
7. Persons shall not engage in threatening or abusive language or actions or any harassment, discourteous, indecent or immoral conduct directed to a member of the public.
8. Persons shall observe all traffic and parking signs while on Town property. Illegally parked vehicles will be towed at owner's expense.
9. Persons shall report defective equipment or unsafe conditions of any equipment or facilities that may endanger anyone.
10. No pets allowed on property.
11. All persons must comply with hours of operation of facilities.
12. In the event of damage to a facility and the user group is found responsible, repair or replacement costs will be responsibility of user group.

Persons that fail to follow the rules and regulations of the Town or other rules and regulations established by the Recreation Department may be subject to loss of privileges to use the Town facilities. Depending on the severity of the offense, or the frequency of other offenses, the Town may initiate legal action. Please note that these rules and regulations are intended to be representative of standards that persons must adhere to and are not all-inclusive.

13. An emergency plan (for example: injuries, quickly changing weather, unruly patrons, missing child) must be submitted with the application. Please note: the examples above do not cover all possible scenarios- each user group must cover all potential emergencies.

Revised 3/15

TOWN OF FOXBOROUGH
Indemnification Agreement

For and in consideration of the use the premises located at the _____
_____, Foxborough, MA, (the "Premises"), and other good and valuable consideration, the payment,
receipt and sufficiency of which is hereby acknowledged,

Name: _____
Address: _____ Tel. No. _____
Organization: _____ Tel. No.: _____
Address: _____

(hereinafter the "Applicant") hereby agrees to indemnify and save harmless the Town of Foxborough, and all their past, present and future officers, officials, agents, servants, employees, attorneys and their respective predecessors, successors, assigns, heirs, next of kin, executors and administrators hereinafter collectively referenced as the (the "Town") against any and al injury, loss or damage and any and all claims for injury, loss or damage, of whatever nature caused by or resulting from, or claimed to have been caused by or to have resulted from any act, omission or negligence of the Applicant or anyone claiming under the Applicant (including, but without limitation officers, agents, servants, invitees, guests, students, volunteers, of the Applicant and employees and contractors of the Applicant), at or about the Premises.

This indemnity and hold harmless agreement shall include indemnity against all costs, expenses and liabilities incurred in connection with any such injury, loss or damage or any such claim, or an proceeding brought thereon or the defense thereof. If the Applicant or anyone claiming under the Applicant or the whole or any part of the property of the Applicant or anyone claiming under the Applicant shall be injured, lost or damaged by theft, fire or steam or in any other way or manner, no part of said injury , loss or damage is to be borne by the Town or its agents unless solely caused by the gross negligence or willful misconduct of the Town.

Applicant shall, at its own cost and expense, with counsel approved by the Town defend any and all suits and actions (just or unjust) which may be brought against the Town or in which the Town may be impleaded with others upon any such above-mentioned matter, claim or claims, unless such other suit or action is the direct result of Town's negligence. The Applicant agrees th at it shall not file any claim, complaint, charge or lawsuit against the Town for any matter, claim or incident, known or unknown, which occurs or arises out of Applicant's use of the Premises.

APPLICANT

Date: _____ By: _____ (Applicant)
_____ (Title)

TOWN OF FOXBOROUGH

Date: _____ By: _____
(duly authorized signature)



TOWN OF FOXBOROUGH

Recreation Department

Heather Harding, Chairman
Debbie Giardino, Director
Rachel Calabrese, Coordinator
Christine St. Pierre, Coordinator

40 South Street
Foxborough, MA 02035
www.FoxboroRec.com

Phone: (508) 543-7255
Fax: (508) 543-1254

TO: Youth Sports League Directors, Facility Users

FROM: Debbie Giardino, Recreation Director

RE: CORI Affidavit

The State of Massachusetts requires CORI searches of all related personnel of all youth leagues. The president or official representing the league must sign the following statement:

On behalf of _____ (League, Organization, Program), I attest that all coaches, personnel, board members and other staff persons of such organization, have been the subject of a CORI search, which has disclosed no offenses for which these persons have been either convicted or adjudicated.

Signature: _____

Please print: _____

Date: _____

CSAAC Field/Building Use Amendment - 2015

From: CSAAC (Child Sexual Abuse Awareness Committee), Foxborough Board of Recreation
Subject: Town property and field usage permit changes in accordance to CSAAC recommendations for Darkness to Light Training.

Any applicant using/renting any Town of Foxboro property greater than three times in a calendar year and such organizations activities include the involvement of the Foxborough Youth society under the age of 18, such organization shall abide by the following guidelines:

- 1) Apply for a 'usage permit' via Foxborough Public School administration office or via Foxborough Recreation Department.
- 2) Such applicant/organization will demonstrate that all Directors, Counselor, Volunteers and /or employees over the age of 18 are successfully Coried and such organization is Coried certified by process.
- 3) Any applicant/director/coach/employee/counselor or volunteer over the age of 18 associated with such applying organization has successfully completed "Darkness to Light" training and can produce evidence that all participants over the age of 18 are in accordance for that calendar year.

Failure to comply with these rules will result in immediate and potential future loss of Town of Foxboro property usage.

I _____ representing such organization _____ can attest that all volunteers, coaches, directors for my respective organization have complied to the above guidelines for field and facility usage in the Town of Foxborough.

Organization: _____

Signed: _____

Date: _____