

**TOWN OF WESTFORD
PARKS, RECREATION DEPARTMENT**

FIELD USE APPLICATION

PLEASE PRINT

ORGANIZATION NAME: _____ PERSON IN CHARGE: _____

ADDRESS: _____ TOWN: _____ ZIP CODE: _____

BEST NUMBER TO REACH YOU: HOME# _____ WORK# _____ CELL # _____

EMAIL: _____ Additional contact email for field closure notification: _____

NAME & CELL PHONE # OF PERSON ON SITE _____

DATE(S) REQUESTED: from _____ to _____ TIME OF DAY: _____ DAY(S) OF WEEK _____

CHECK FIELD SITE(S) REQUESTED

____ American Legion Field ____ Capt. Stephen Hamilton Field ____ Cameron Field ____ Frost Field

____ Greystone ____ Jack Walsh ____ VFW Baseball ____ VFW Softball

Community Fields @Nutting Road ____ Field #1 – front ____ Field #2 – back

SPECIFY FIELD SIZE/ SPACE _____ NUMBER OF FIELDS _____

For Primary Users or Multiple uses please submit a seasonal schedule

This permit grants the above-named applicant the non-exclusive right to enter and use certain portions of the Town's property for the purpose of conducting recreational activities. I acknowledge that I am solely responsible for ensuring the safety of those using the Town's property pursuant to this permit and that I am responsible for ensuring that said use is in accordance with all applicable laws, including but not limited to the rules and regulations of the Town of Westford Parks, Recreation, Cemetery Department, and the Bylaws of the Town of Westford.

No person shall be permitted to participate in activities pursuant to this permit unless and until they have executed the attached Release of Claims, Indemnity and Hold Harmless Agreement.

I understand the Town of Westford By-laws prohibits the use or possession of drugs and/or alcoholic beverages on Town property. I certify that a league representative or I will be present at the site. I as the organization representative assume responsibility for the conduct of the group and for the condition of the area upon our departure. I have read the safety information and will make players, coaches, league officials, and spectators aware of this information.

ALL USERS ARE RESPONSIBLE FOR PICKING UP AFTER THEIR EVENT AND FOR LEAVING THE FACILITY FREE OF TRASH ON FIELD, DUGOUTS, AND PRACTICE AREAS.

NO FOOD OR BEVERAGES EXCEPT FOR PLAIN WATER ARE ALLOWED ON THE COMMUNITY FIELDS AT NUTTING ROAD.

SIGNED _____ AND DATED _____

Fee Structure: Check on

1. Primary User Groups – up to 50% of annual cost of field maintenance
2. Westford Adult/Westford Business \$100/game;
3. Community Fields @Nutting Road: Resident \$80/hr, non-resident \$120/hr
4. Primary User Alliance, Non-resident youth \$100/game
5. Camps/Clinics \$1,000/up to 5 days for <u>50</u> campers; >50 Additional \$10/camper (Jack Walsh)
6. Camps/Clinics \$1,200/up to 5 days for <u>50</u> campers; >50 Additional \$10/camper (Nutting Road)
7. Nonresident Groups (one time use or multiple use) \$100/hour/field

Mail completed form to: Westford Parks & Recreation Dept. PO Box 2444 Westford, MA. 01886
Or drop off at the department office 22 Town Farm Road Westford, MA. 01886

FOR OFFICE USE ONLY:

PERMIT: _____ GRANTED _____ DENIED _____ CANCELED _____ DATE: _____ SEASON _____

PAYMENT RECEIVED: CHECK # _____ AMOUNT \$ _____ PERMIT # _____

Field Safety Information

1. Coaches must walk the fields and surrounding area prior to use. A potential hazard must be reported to players, opposing team, and officials. Report hazards within 24 hours to the Parks and Recreation Director (978) 692-5532 and to League Officials.
2. Serious injury that requires a doctor, hospital, or ambulance shall be reported in writing 24-48 hours to the Parks and Recreation Department. Report forms are available from the department and on-line
3. **Fields may not be used for any reason when closed. Use of a closed field jeopardizes the safety of all and will require additional maintenance to restore the field to safe conditions.**
4. A field that is saturated (water logged and feels like walking on a wet sponge), or has standing water in the playing area should be closed as damage to the turf will occur.
5. Frost on the field – field should not be opened until frost has melted. If a footstep leaves an impression on the turf or if the grass is removed easily with a cleat this is considered a wet field and should be close until conditions change.
6. Lightening, heavy/downpour of rain, thunder is present, or severe weather warnings are present activity should be canceled and field closed.
7. Field is frozen = field closed
8. Field should be closed when the footing is unsure and or slippery.
9. Coaches and leagues are not allowed to do any maintenance work on wet fields. Do not brush water off water/clay onto grass areas. This creates a major problem and unnecessary problem in maintaining the grass around the base areas. The clay settles in the grass creating an uneven base path or lip resulting in a potential tripping hazard.
10. Soft toss or kicking against fences creates damage and is not allowed.
11. Trash and Recycling
Upon completion of a game or practice the group/team is responsible for the proper removal and disposal of trash associated with their use of the property. The area should be left clean for the next group/team.
12. Blocking of Emergency Access entrances is strictly prohibited.
13. COMMUNITY FIELDS AT NUTTING ROAD
 - Due to the nature of synthetic turf and its recovery ability the Community Fields at Nutting Road may stay open when the grass fields are closed. They will be closed if snow covered and permit holders are not allowed to remove snow from any field. The field is closed with standing water until it has drained and surface has dried.
 - No beverages /drinks other than plain water is allowed on the synthetic turf fields
 - No food is allowed on the synthetic turf fields
 - No dogs allowed on synthetic turf
 - No chewing gum or similar substance is allowed as gum may damage the synthetic turf.
 - No staking of any object into the synthetic turf.
14. All the recreation fields are located in residential areas. Please be respectful of neighbors and the neighborhood.

TOWN OF WESTFORD USE OF TOWN FIELDS

******Please read this document thoroughly before completing and signing******

The Town of Westford Parks, Recreation, Cemetery Department is pleased to offer you the opportunity to participate in a sporting event or other recreational activity at the Town's fields. However, you should be aware that this program will involve potentially dangerous activities and may involve the consumption of alcohol. The attached Release of Claims, Indemnity and Hold Harmless Agreement absolves the Town of Westford from liability or responsibility for any harm or injuries you may suffer during or as a result of your participation in the program. It also provides that the Town will not be liable or responsible for harm to others resulting from your participation in this program. Please consult with an attorney if you have any questions regarding this document.

Participant's Information:

Address: _____ Telephone: _____

Date of Birth: _____

Emergency Contact:

Name: _____

Telephone: _____

Release of Claims, Indemnity and Hold Harmless Agreement

I, _____, in consideration of the opportunity to participate in a sporting event or other recreational activity at the Town's fields (the Program), do hereby release the Town of Westford, and any employees, agents, officials, representatives, officers, committees, boards, members, sponsors, agents, associates of any status, and volunteers of the Town of Westford, of any and all liability for any and all claims, actions, causes of action, demands, damages, costs, loss of services, expenses and compensation which I may have as the result of my participation in the Program and all activities related thereto. I further acknowledge that participation in the program is voluntary and may expose me or my property to risks of personal injury. I therefore enter this program assuming all risk of injury to my person or property arising from my participation in the Program, and in this regard, assume and agree to pay all medical costs or property damage costs occasioned and thereby releasing the Town of Westford and any employees, agents, officials, representatives, officers, committees, boards, members, sponsors, agents, associates of any status, and volunteers of the Town of Westford from and against all claims, damages, injuries or causes of action which I or my heirs, executors, or administrators may have herein. Furthermore, I hereby agree to protect the Town of Westford and its successors, departments, boards, committees, officers, employees, servants, attorneys and agents against any claim for damages, compensation or otherwise arising out of or resulting from any injury to any party in connection with my participation in the aforementioned Program and to INDEMNIFY, reimburse or make good to the Town of Westford or its successors, departments, committees, boards, officers, employees, servants and agents any loss or damage or costs, including attorneys' fees, which the Town of Westford or its representatives may have to pay if any claims or litigation arises from said participation in the aforementioned activities.

I hereby further covenant for myself, my successors and assigns not to sue the said Town of Westford, or its departments, officers, employees, servants, attorneys, and agents, on account of any such claim, demand or liability.

I am fully aware that by signing this document I am releasing the above mentioned parties from liability that may arise as a result of intentional or negligent acts of these parties. Additionally, it is my intent to release the above mentioned parties from liability relating to any accident and resulting injuries and/or death that may occur while participating in the Program.

Witness my hand and seal this _____ day of _____, 2018.

Program Participant (Signature)

Program Participant (Printed)

Witness

**PARENTAL CONSENT, RELEASE FROM LIABILITY
AND INDEMNITY AGREEMENT**

I the undersigned father, mother or guardian(s) of _____, a minor, do hereby consent to his/her participation in a sporting event or other recreational activity at the Town's fields (the Program), and furthermore I do forever RELEASE, acquit, discharge and covenant to hold harmless the Town of Westford, and any employees, agents, officials, representatives, officers, committees, boards, members, sponsors, agents, associates of any status, and volunteers of the Town of Westford of and from any and all actions, causes of actions, claims, demands, damages, costs, loss of services, expenses and compensation on account of or in any way arising out of, directly or indirectly, all known and unknown personal injuries or property damage which we/I may now or hereafter have as the parent(s) or guardian(s) of said minor, and also all claims or rights of action for damages which said minor has or hereafter may acquire, either before or after he/she reaches his/her majority, resulting or to result from said minor's participation in the aforementioned Program. Furthermore, I hereby agree to protect the Town of Westford and any employees, agents, officials, representatives, officers, committees, boards, members, sponsors, agents, associates of any status, and volunteers of the Town of Westford against any claim for damages, compensation or otherwise on the part of _____, a minor, arising out of or resulting from personal injury to said minor or property damage in connection with said minor's participation in the aforementioned Program, and to INDEMNIFY, reimburse or make good to the Town of Westford, and any employees, agents, officials, representatives, officers, committees, boards, members, sponsors, agents, associates of any status, and volunteers of the Town of Westford any loss or damage or costs, including attorneys' fees, the Town of Westford, its their representatives may have to pay if any litigation arises from said minor's participation in the aforementioned Program or administration of first aid.

I hereby further covenant for myself, _____, our successors and assigns not to sue the said Town of Westford, or its departments, officers, employees, servants, attorneys, and agents, on account of any such claim, demand or liability.

I am fully aware that by signing this document I am releasing the above mentioned parties from liability that may arise as a result of intentional or negligent acts of these parties. Additionally, it is my intent to release the above mentioned parties from liability relating to any accident and resulting injuries and/or death that may occur while participating in the Program.

Signature of Parent/Guardian

Date

Relationship

Signature of Parent/Guardian

Date

Relationship

THIS FORM MAY NOT BE ALTERED