



City of Novi
Parks, Recreation and Cultural Services
Field Rental Application

45175 W. Ten Mile Road | Novi, MI 48375 | 248.347.0400
noviparks@cityofnovi.org

Applications will not be processed over the phone. Please complete the entire application in legible printing.
Incomplete and/or unsigned applications will not be processed.

Name: _____ Organization: _____
Address: _____ City: _____ Zip: _____
Phone: _____ Email: _____

Type of Event:

- Tournament League Play Other (please describe) _____

Dates / Times Requested:

Days / Dates	Start Time	End Time

Facilities / Fields Requested:

(For information on field usage and sizes, please see the PRCS Field Rental Procedures and Guidelines)

- Brookfarm Park
 ITC Community Sports Park
 Lakeshore Park
 Power Park
 Wildlife Woods

Field Size / Base Distance Needed:

Tournament Play Only:

Is a Novi Parks run concession stand desired?

- Yes
 No

Do you request to bring in vendors for novelty sales?

- Yes
 No

If yes, please provide more information (business names, products, etc.):

Payment

- **Tournaments:** A non-refundable security deposit of \$200 is required **with the application** to secure the date. The balance of the rental fee is due 30 days after the tournament. Failure to pay will result in loss of preference for the following year.
- **Field Reservations:** A non-refundable deposit equal to 50% of the total fee is due **with the application** to secure a field reservation. The balance of the rental fee is due no later than 15 days prior to the first date of the field reservation.
- **An un-received deposit or final balance will result in forfeiture of the reservation.**

Prepped Field Rental Rates

Novi Resident Rate

Type of Field	Novi Res. Weekday Rate	Novi Res. Weekend Rate	Quantity	Rate	Total
Baseball / Softball	\$105 per prep	\$135 per prep			
Football	\$114 per prep	\$143 per prep			
Lacrosse	\$84 per prep	\$114 per prep			
Soccer	\$84 per game	\$114 per game			
Sub Total					\$

Non-Resident Rate

Type of Field	Non-Res. Weekday Rate	Non-Res. Weekend Rate	Quantity	Rate	Total
Baseball / Softball	\$126 per prep	\$152 per prep			
Football	\$138 per prep	\$166 per prep			
Lacrosse	\$102 per prep	\$122 per prep			
Soccer	\$102 per prep	\$122 per prep			
Sub Total					\$

Tournament Rental Rates

Tournament Rates	Weekday Rate	# Hours	Rate	Total
Staff Supervisor Required for beginning, middle, and end. Two hour shifts. If a Recreation Supervisor is contacted on the day of the tournament for any reason besides an emergency, it will be an extra \$16 per hour.	\$16 per hour			
Team Fees Fee required for each team registered for the tournament	\$30 per team			
Sub Total				\$

Optional - Additional Fees

Item	Rate	Quantity	Rate	Total
Practice Baseball Field/ Basketball or Volleyball Court (field/court as is / no preparation)	\$20/ hour			
Mid-Day Softball/Baseball Re-Line. Must be scheduled into tourney and times scattered	\$50 per field			
Soccer Field- No Lines	\$50 an hour			
Field Lights (must be off by 10 pm)	\$20/hour per field			
10x10 Tent Rental	\$200			
Softballs	\$45/dozen			
Table	\$5 each			
Chair	\$1 each			
Sub Total				\$
Grand Total				\$
Deposit Due				\$

Additional Notes / Comments:

Release / Indemnification

I hereby make this application for a field rental through Novi Parks on the date and hours stated. I also certify that the information on the application is true and that I have read and agree to abide by the City of Novi Field Rental Procedures and Guidelines that pertain the use of Novi Parks' facilities.

I am fully aware of and understand the potential risk involved with my, or my child's, or group's participation in this physical activity, including, but not limited to, cuts, bruises, broken bones, and other injuries, damages, or losses. I hereby agree to assume all risk of injury, damage to persons or property, or death resulting from my, or my child's, or group's participation in this activity or event and the use of City of Novi facilities. I do hereby fully release and discharge the City of Novi, its officers, agents, employees, volunteers, sponsors, and organizers from any and all liability for any injury, including death, damages, or loss that I, or my child, may have or incur as a participant in the listed activity or event, and further agree to indemnify and hold harmless the City of Novi, its officers, agents, employees, volunteers, sponsors, and organizers from and against any and all liability that may be suffered by me or my child as a result of, or in any way connected to, my, my child's or my group's participation in the listed activity or event on this application. This Release, Waiver, and Assumption of Risk shall be binding upon my heirs and dependents.

Name: _____ Signed: _____ Date: _____

Office Use Only:

Application: Approved Denied By Staff Person: _____

Security Deposit: \$_____ (\$200 deposit required for tournaments) Total Fees: \$_____

Payment Date: _____ Cash Check Credit Card

Liability Insurance Rider On File: Yes No (application not approved)

Vendor Fees to be collected after the event: Yes No