



DIMOND PARK FIELD HOUSE RESERVATION FORM

Contact Information

Name _____

Mailing Address _____

Phone _____ Email _____

Organization Information (if applicable)

Organization Name _____

Mailing Address _____

Phone _____ Email _____

Tax Exempt # _____
For non-profit and government agencies only

Reservation Information

Form must be received two weeks in advance. Subject to availability.

*Sales tax not included.

FACILITY RENTAL*

- Turf (<20 hours) \$125/hr
- Turf - Bulk (20+ hours) \$100/hr
- Mezzanine \$55/hr
- Turf & Mezzanine \$150/hr
- Track \$55/hr
- Batting Cage \$55/hr
- Entire Facility \$350/hr

PLAY EQUIPMENT RENTAL* Includes bouncy house, balls, trikes, push toys, slides and more.

- \$55/event

PARTY PACKAGE* Includes turf, mezzanine and play equipment. \$75 refundable deposit required.

- 2-hour party \$250
- 3-hour party \$350

DATE _____ TIME _____ TO _____

Description of Event _____

Number of people expected _____ Age range of children _____

Please check one: Private Event Public Event

All rental fees, taxes and \$75 deposit, if applicable, are due at the time of reservation. Deposit will be refunded after successful rental and check-out.

- Credit Card is present
- Card is not present, use information below
- Cash
- Call to make payment
- Check

Name on Card _____

Credit Card Number _____

Expiration Date _____ CVC _____

Card Holder Signature _____

Payment Information

Accepted: Visa
MasterCard
Discover

Rules, Waivers,
and Signature

MORE ON THE REVERSE. PLEASE TURN OVER TO COMPLETE.

GENERAL INFORMATION

- Set-up and clean-up (other than rented play equipment) is the user's responsibility and must be included in the rental time.
- Food and beverages (except water) are not permitted in turf, track, or batting cage areas; they are allowed only in the mezzanine or lobby.
- Batting cage rentals require signed waiver for each participant before use.
- Equipment is not provided in batting cage rentals; permittee must provide their own bats, balls, helmets, etc.
- Storing materials and application of material to walls, floors, or ceilings is not permitted.
- Confetti, confetti balloons, party poppers and similar party items are not permitted.
- Use of illegal drugs, alcohol, cigarettes, vaping, and chewing tobacco is prohibited.
- Renter is responsible for leaving the facility and equipment in the same condition as they found it. Extra cleaning costs incurred will be deducted from the deposit, if applicable, or billed to the user.
- Renter will be held responsible for repair or replacement costs for damaging or destroying any toys, equipment or City property.
- **Misuse of the facility or failure to conform to posted facility rules or those of this permit may result in loss of deposit and will be sufficient reason for denying future facility rentals.**

CANCELLATIONS AND REFUNDS

PLEASE INITIAL Credits and refunds for cancellations will only be given if notification is received at least two weeks prior to the reserved date. Requests for reschedules are subject to availability and must be made at least three business days prior to the reservation date. There is no service charge for a reschedule or a credit. There is a \$10 service charge for refunds.

VENDING PERMITS

Alcohol sales, catering and/or use of commercial bouncy houses require a permit. The vendor/caterer must have a valid CBJ permit displayed on site at your event. Violation or failure by the vendor to follow any permit condition is a violation of CBJ 67.01.090(i) and is punishable by a fine of up to \$300 and is grounds for administrative penalties consisting of suspension of all permits issued under Chapter 11 and denial of the right to apply for a new permit for a period of 30 days.

PLEASE INITIAL I agree to abide by this requirement if a permit is required for my event.

WAIVER AND RELEASE

NOTICE: Occasionally, Parks & Recreation photographs participants enrolled in recreation programs, events, or on Parks & Recreation property. These photographs are used for Parks & Recreation purposes only and may be included in future Parks & Recreation media. Your presence is your consent, without compensation from Parks & Recreation or the City and Borough of Juneau, to use your likeness.

WAIVER AND RELEASE: I agree to hold the City and Borough of Juneau, including its employees, volunteers, and insurers, with respect to any action, claim, or lawsuit arising out of or related to injury or damage to persons or property suffered in connection with the permittee's activities unless such injury or damage is caused by the gross negligence of the City and Borough of Juneau.

I certify the information contained in this application is true to the best of my knowledge. As group representative, I hereby agree to take responsibility to inform and assure that all group members follow the above rules and the Recreation Area Ordinance of the City and Borough of Juneau. (Chapter 67.01, available upon request.)

Signature: _____ **Date:** _____

**OFFICE
USE
ONLY**

Received by: _____ Date Received: _____ Receipt # _____ Permit # _____

Refund Deposit Amount refunded _____ Refund Receipt # _____

Do not refund deposit, per the following: _____