



**Facility Use Application – Ballfields & Pavilions**  
17 Wilson Road  
Rising Sun, MD 21911  
410-392-4537 & 410-658-3000 Fax: 410-658-3011

**Application for the use of:**

Park Name: \_\_\_\_\_

Amenities requested: \_\_\_\_\_

Date/Time:

\_\_\_\_\_ One Day only: \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_\_ am/pm until \_\_\_\_\_ am/pm

\_\_\_\_\_ Recurring Event: Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ End Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Number of 2 hour blocks \_\_\_\_\_

Indicate which day (s): \_\_\_\_\_ Sunday Time: \_\_\_\_\_ am/pm until \_\_\_\_\_ am/pm

\_\_\_\_\_ Monday Time: \_\_\_\_\_ am/pm until \_\_\_\_\_ am/pm

\_\_\_\_\_ Tuesday Time: \_\_\_\_\_ am/pm until \_\_\_\_\_ am/pm

\_\_\_\_\_ Wednesday Time: \_\_\_\_\_ am/pm until \_\_\_\_\_ am/pm

\_\_\_\_\_ Thursday Time: \_\_\_\_\_ am/pm until \_\_\_\_\_ am/pm

\_\_\_\_\_ Friday Time: \_\_\_\_\_ am/pm until \_\_\_\_\_ am/pm

\_\_\_\_\_ Saturday Time: \_\_\_\_\_ am/pm until \_\_\_\_\_ am/pm

Recurring event dates (list all) \_\_\_\_\_

FOR THE PURPOSE OF: \_\_\_\_\_

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Applicant's Name: \_\_\_\_\_ Name of Organization: \_\_\_\_\_ Age Group \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

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**USE OF COUNTY FACILITIES:**

Cecil County recognizes that the use of park facilities is frequently desired by numerous groups in order to carry on their activities. The following rules and regulations are established to insure equitable use among all user groups.

**FACILITY RULES:**

1. Vehicles must park in designated parking areas. Parking is restricted to the parking lots and the OUTER side of the roadway. There are NO VEHICLES, unless authorized, permitted on any grass surface areas of County facilities. It is the responsibility of the applicant to ensure that vehicles do not park in undesignated areas. Failure to comply may result in termination of this contract.
2. User responsible for clean-up of all trash and debris subsequent to use.
3. Electricity is not available for usage in the park.
4. Alcoholic beverages not permitted in public parks.
5. Consideration of others using the park is important. Consequently, pavilion users are requested to control noise and other activities which may affect the enjoyment of other park visitors.

**USER PRIORITY:**

Priority for use of park facilities shall be as follows:

- 1<sup>st</sup> Priority: Any County Parks & Recreation sponsored activity.
- 2<sup>nd</sup> Priority: Any program that is directly affiliated with the County
- 3<sup>rd</sup> Priority: County Citizens
- 4<sup>th</sup> Priority: Non-Profit recreation programs for the youth.
- 5<sup>th</sup> Priority: All other users, such as volunteer agencies, religious groups, school groups, civic groups, on a first come first serve basis.

**BALLFIELD USE:**

All County ball fields are available for use by permit only! Ball fields are available for two hour blocks of time. Each two hour block of time will be charged the following:

- Resident Adult Play - \$25.00/2 hour block
- Non Resident Adult Play - \$50.00/2 hour block
- Resident Youth (under 18) Play - \$15.00/2 hour block
- Non Resident Youth (under 18) Play - \$30.00/2 hour block

If an applicant is not a Cecil County resident but can show more than 51% of their roster resides in Cecil County, resident fees would apply. The Recreation Department reserves the right to request detailed roster information if necessary from user groups to determine status.

**PAVILION USE:**

Pavilions are available for use at a cost of \$20/hour. There is no minimum rental time for pavilion use.

**APPLICATION PROCEDURE:**

Groups interested in using County Park facilities must submit an application to the Parks and Recreation Department 7 days prior to the date of the requested event. Each application must contain signature of the individual directly in charge of said activity. Each application for league play/practice must be submitted with PROOF OF LIABILITY INSURANCE. Cecil County Government must be named as an additional insured on all certificates of insurances submitted.

**AGREEMENT**

I, the undersigned authorized representative of the named organization in this application, agree to abide by the rules and regulations of the County Commissioners and all applicable laws and agree to indemnify and save harmless the County Commissioners, it's employees and agents from any act of commission or omission which may result in any personal injury or property damage arising out of the organizations use of County facilities.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For Office Use Only:			
Date Received: _____	Proof of Insurance Submitted: _____ YES _____ NO		
Approved _____	Denied _____	By : _____	Date: _____
Total Fees: _____	Amount received: \$ _____	Date: _____	Check # _____