



## 2017 Softball Tournament Fees/Requirements

*Applicable to all tournaments not sponsored by the City of Bakersfield.*

### **FEES AND DEPOSITS:**

1. Field Rental: \$97 a day/per field (excluding Mesa Marin Sports Complex)  
\$432 per day (Mesa Marin Sports Complex 4 Fields)
2. Additional field prep: \$41 per field/ per day
3. Onsite staff: \$15 per hour/ per staff; *Additional staffing may be required.*
4. Lights, if applicable: \$15 per hour/per field
5. Alcohol Consumption Fee, if applicable: \$21 (non-refundable) for City Residents when paid for with the reservation or \$31 (non-refundable) for Non-residents or City Residents when paid for after the initial reservation.
6. Ten percent (10%) of gross receipts to be paid to the City. Receipts shall include, but not limited to, entry fees, concession/retail sales, advertising, donations, and all other fees collected. *This does not apply to 501(C) (3) non-profit organizations with documentation.*
7. Deposit for cleaning, damage, and 10% of estimated gross revenue: \$350 minimum (determined by tournament event). The deposit **may not** be refunded if additional fees are assessed for:
  - Unauthorized/extended field use beyond times listed on permit
  - Clean-up costs to restore the facility to its original and whole condition
  - Damage or defacement to the park amenities, including equipment, grass, and foliage. In the event the damage costs exceed the amount of deposit, the remainder of the charges will be billed to the applicant.
  - Ten percent (10%) of the gross receipts payment. Non-profit organizations are exempt with proof of 501(C) (3) status.
8. **Cancellation of a Tournament:**
  - **More than 60 days before the tournament, a full refund excluding the deposit will be returned**
  - **Less than 60 days, no refund of any fees including the deposit**
9. **The Wednesday prior to the tournament is the last chance to make the final adjustments to the tournament. A \$20 fee shall be assessed each time adjustments are made to the schedule. An amended statement must be submitted to the Department of Recreation and Parks office.**
10. The number of fields requested and tournament hours on application is what you will be charged. (If you use fewer fields or end early, no money will be refunded.)
11. No sub-renting of fields is allowed at any time.
12. To hold a tournament at Mesa Marin Sports Complex, all four (4) fields must be rented for two days.

### **INCLEMENT WEATHER:**

1. The City reserves the right to cancel any tournament as deemed necessary for the safety of all participants and in the best interest of the sports facility or the City. If the tournament is cancelled after it is started due to inclement weather, it will be rescheduled or refunded. The refund will be pro-rated, based on the amount of time and number of games played.
2. If the City cancels the entire tournament due to the weather or field conditions, it will be rescheduled at no additional cost. The City will work with the tournament director for an alternate date.

### **SERVICES INCLUDED IN THE RESERVATION OF SOFTBALL FIELDS:**

1. Facility will be cleaned and ready for tournament.
2. Initial field prep is included in the rental which consists of dragging, watering, and lining of fields. Bases installed and ready for play.
3. Facility will be lighted if the event is scheduled for night use and the appropriate fees have been paid.
4. **Use of Scoreboards (Mesa Marin Sports Complex only) should be requested on the tournament application. Damage to the scoreboard equipment will result in a loss of the deposit. In the event the damage costs exceed the amount of deposit, the remainder of the charges will be billed to the Tournament Director. Should a scoreboard fail to work properly no refund will be given.**

### **SERVICES AND/OR EQUIPMENT IN ADDITION TO THE RESERVATION:**

1. Each additional field prep is \$41 per field per day, per field and requests are due at the time of reservation.
2. Depending on size of tournament, additional staff maybe required.
3. Public address system and portable fencing (Mesa Marin Sports Complex only), optional with additional fee.

### **RESERVATION PROCEDURES:**

1. Fill out application and submit to the Department of Recreation and Parks. Upon acceptance, complete and sign application; pay the \$500 deposit in person at the Dr. Martin Luther King, Jr. Community Center at 1000 South Owens Street, Bakersfield, CA 93307.
2. At least 15 days prior to the start of the event, the remaining fees must be paid in full and insurance submitted to the City.
3. At least 15 days prior to the event, the applicant must submit event flyer and/or copies of invitational letter sent to participating teams indicating the amount of the entry fees to be charged. If having concession booths, a list of vendors must also be submitted.
4. At least two (2) days prior to the event, the applicant must submit tournament bracket schedule covering the entire length of the reservation period. Failure to supply the above requirements in the time indicated will cause the reservation to be canceled.
5. Within 5 business days after the tournament, all said gross revenues are due to the City. The release of the deposit, if applicable will be processed through the Finance Division through the normal refund procedure.
6. The City of Bakersfield Recreation and Parks Department reviews applications on a yearly basis. Applications are not automatically renewed from year to year. Major softball tournaments may be given consideration for booking out multiple years.

## **REQUIREMENTS:**

1. Mesa Marin Sport Complex may be reserved 12 months in advance and no less than 15 business days. The early booking period for softball tournaments will occur for the following year from November 1<sup>st</sup> through December 31<sup>st</sup>. Application documents must be signed and submitted by someone at least 21 years of age. After January 1<sup>st</sup>, reservations will be booked on a first come, first serve basis.
2. Rental application must include signature of responsible party for the tournament and current contact information.
3. Sound permit and Kern County Environmental Health Permit (if required).
4. Insurance: Certificate of Liability and Additional Insured Endorsement.
5. Bond and/or deposit.
6. Fees as determined by location, how many fields are needed, and size of over-all event.
7. City of Bakersfield requires a 10% of gross receipts payment. Non-profit organizations are exempt with a 501(C)(3) status. Proof must be submitted at the time of the rental application.
8. Copy of tournament bracket, including team names, game times, and entry fees. Requests for scoreboards, portable fencing, and P.A. system must be included in application.

## **INSURANCE\*:**

The policy shall name the City of Bakersfield as additional insured and hold harmless the City from all and any claims, demands, causes of action, which may be asserted, maintained, or established against the City and/or any of its officers, agents, or employees, for death, personal injury, with limits of not less than one million (\$1,000,000) dollars occurrence. Also, an Additional Insured Endorsement is mandatory. **Insurance is due 15 days prior to the tournament.**

## **RULES & REGULATIONS:**

1. **A Tournament Director must be appointed and present for the duration of the tournament. The Tournament Director cannot play or umpire during the tournament.**
2. The City has a contract for a full service concession facility at Mesa Marin. During tournaments, the facility will be open. The applicant may not offer food items for sale and/or distribution without prior written consent from the City.
3. Applicant may not charge an admission, request a donation for entrance, offer any items for sell or provide such items for a donation or have any other concessions without written consent from the City.
4. Alcohol beverages may be consumed within the rented facility per the following:
  - Obtain Alcohol Consumption Permit from the City of Bakersfield Recreation and Parks - \$20 (non-refundable) for City Residents when paid for with the reservation or \$30 (non-refundable) for Non-residents or City Residents when paid for after the initial reservation.
  - Alcohol consumption is only allowed within the rented facility with the required permit.
  - City Ordinances, Penal Code, and all other laws related to public drinking apply.
  - Minimum of \$1,000,000 commercial general liability coverage including an additional insured endorsement in favor of the City, its Mayor, council, officers,

agents, employees, and volunteers. Insurance may be purchased through the City of Bakersfield, Risk Management located at City Hall North, 1600 Truxtun Avenue, 661-326-3738.

- The City reserves the right to require and establish ratios of security personnel from a certified security agency or police officers from the Bakersfield Police Department at the renter's expense.
- The renter is responsible to actively monitor and assist in the enforcement of this policy.

**5. No vehicles may be driven or parked in undesignated areas. Violator's vehicles will be towed away at the owner's expense.**

6. Advertising materials, flyers, or other promotional material are limited to City-sponsored events only. No item can be posted or left without the Department's approval.
7. The City of Bakersfield is not responsible for lost or missing items.
8. The renter is responsible and liable for all broken, damaged, missing, or stolen city owned equipment, and/or property.
9. The following are not permitted:
  - a. Glass containers
  - b. Dogs off leash (Owners are responsible for proper disposal of their pet's waste.)
  - c. Storage of any property
  - d. Overnight RV parking
  - e. Spectators in dugouts or playing fields during event play
  - f. Metal cleats
10. Misuse of field, equipment, or facility shall be reason to terminate event permit and order prompt exit of participants. If this occurs, there will be no refund of fees paid.
11. No activity will be permitted which is in violation of local, state, and federal statutes. Applicants must adhere to all City of Bakersfield, Bakersfield Police, and Bakersfield Fire codes during the use of facility. Any participants violating any of these rules may be asked to vacate premises.
- 12. If an individual is ejected from a tournament at a City facility (as either a spectator or participant) the City reserves the right to suspend that player from the City Softball League.**
13. The renter is responsible for any contractors (photographer, sports equipment, airbrush artist, etc.) hired. It is the renter's responsibility to insure their contractors and vendors comply with all facility policies and regulations. All items needed for the event must be delivered and removed from the facility during the hours designated on the contract.