



ATHLETIC FIELD APPLICATION & AGREEMENT

INSTRUCTIONS: 1. Read and observe all policies (See CS Policy/Procedures, Section IV). 2. Submit at least five (5) days prior to event. 3. This reservation is valid only upon receipt of approved application. 4. Submit completed application via mail or fax.	MAIL: City of Irvine Community Services Department - Field Reservations P.O. Box 19575 Irvine, CA 92623-9575 FAX: 949-724-7529	MUDD Line/Inclement Weather: 949-724-6833 Ambassador Hotlines: 949-254-1444 Field Reservations: 949-337-5238 949-724-6830 949-337-5827 EMAIL: fieldreservations@cityofirvine.org
---	--	---

CUSTOMER NAME		ORGANIZATION / BUSINESS NAME		PARK AND FIELD(S) REQUESTED			
ADDRESS		CITY	ZIP	DATE(S) REQUESTING FROM TO		HOURS (MUST include set-up and clean-up) START <input type="checkbox"/> A.M. <input type="checkbox"/> P.M. END <input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
HOME PHONE	WORK PHONE	MOBILE PHONE	FAX	CONCESSION STAND(S)		HOURS (Must include set-up and clean-up) START <input type="checkbox"/> A.M. <input type="checkbox"/> P.M. END <input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
EMAIL				DAY(S) OF WEEK <input type="checkbox"/> SUNDAY <input type="checkbox"/> MONDAY <input type="checkbox"/> TUESDAY <input type="checkbox"/> WEDNESDAY <input type="checkbox"/> THURSDAY <input type="checkbox"/> FRIDAY <input type="checkbox"/> SATURDAY			

EVENT INFORMATION		PAYMENT INFORMATION					
TYPE OF EVENT		ATTENDANCE	AMOUNT	DEPOSIT(S)	RENTAL FEE	OTHER FEE(S)	BALANCE DUE
BASE LENGTH NEEDED <input type="checkbox"/> FULL PREP <input type="checkbox"/> DRAG AND BASES ONLY		SOCCER GOALS NEEDED <input type="checkbox"/> YES <input type="checkbox"/> NO	DUE DATE				
NOTES			AMOUNT PAID				
			<input type="checkbox"/> CHECK NO. _____ <input type="checkbox"/> CASH \$ _____ <input type="checkbox"/> CREDIT CARD TO PAY BY CREDIT CARD, PLEASE CALL 949-724-6830.				
ADDITIONAL REQUIREMENTS							
FOOD VENDOR(S) # _____ <input type="checkbox"/> NO <input type="checkbox"/> YES	MERCHANDISE VENDOR(S) # _____ <input type="checkbox"/> NO <input type="checkbox"/> YES	DISPLAY VENDOR(S) # _____ <input type="checkbox"/> NO <input type="checkbox"/> YES	BUSINESS LICENSE <input type="checkbox"/> NO <input type="checkbox"/> YES	INS. & ENDORSEMENT <input type="checkbox"/> NO <input type="checkbox"/> YES	EXP. DATE _____	EXTRA TRASH PICKUP <input type="checkbox"/> NO <input type="checkbox"/> YES	PORTER SERVICE <input type="checkbox"/> NO <input type="checkbox"/> YES
			SITE MEETING <input type="checkbox"/> NO <input type="checkbox"/> YES BY _____				

FACILITY USERS AGREEMENT: The undersigned, both individually and on behalf of the above-named applicant, agrees to indemnify, defend and hold the City of Irvine and its officers, employees, and agents harmless and free from any liability of any nature, including, but not limited to, liability for damage or injury to any persons or property, costs and attorney's fees, arising out of or in connection with the use of City recreational facilities regardless of whether the City was actively or passively negligent, either solely or contributorily in connection with such liability.

I CERTIFY THAT WE HAVE RECEIVED AND READ THE RULES AND REGULATIONS IN THE PUBLIC RESERVATION AND FEE POLICY. I, THE UNDERSIGNED, DO HEREBY AGREE THAT WE WILL ABIDE BY THE POLICIES GOVERNING THE USE OF THIS FACILITY AND WILL BE RESPONSIBLE FOR ANY DAMAGES TO THE FACILITY, FURNITURE, OR EQUIPMENT CAUSED BY OUR OCCUPANCY OF THE PREMISES. I UNDERSTAND THAT ANY VIOLATION OF THE ALCOHOL USE PERMIT POLICIES WILL RESULT IN IMMEDIATE TERMINATION OF OUR EVENT. I ALSO UNDERSTAND THAT FALSIFICATION OF ANY INFORMATION RELATED TO THIS APPLICATION IS A VIOLATION OF CITY ORDINANCE #113, SUBJECT TO THE PENALTIES STATED THEREIN. **(THE CITY OF IRVINE RESERVES THE RIGHT TO CLOSE FIELDS BEFORE OR DURING INCLEMENT WEATHER. CHECK MUDD LINE TO DETERMINE IF YOUR RESERVED FIELD IS OPEN).**

APPLICANT SIGNATURE _____	DRIVER'S LICENSE NO. _____	DATE _____	FOR OFFICE USE ONLY COMMUNITY SERVICES STAFF _____ DATE APPROVED _____
---------------------------	----------------------------	------------	--