



## STELZEL FIELDS TERMS OF AGREEMENT

This agreement is between The City of Empire and \_\_\_\_\_  
Name of (**Organization**)

\_\_\_\_\_  
Event Director Name Phone

Email address \_\_\_\_\_

\_\_\_\_\_  
Address

Please provide the tentative dates, number of fields needed, and lights required below. An email will then be sent to each team at the start of the month to verify dates and field needs. Once approved by the team, dates will be added to the field calendar.

\_\_\_\_\_  
Quoted fee: \_\_\_\_\_ Date Paid \_\_\_\_\_

Damage deposit \$200.: \_\_\_\_\_ Date Paid \_\_\_\_\_

\*Returned at end of season if no damages.

Proof of Liability, Date Received \_\_\_\_\_ Concession License, Date Received \_\_\_\_\_

### TERMS:

#### A. The City of Empire agrees to:

1. Provide the **Organization** with the exclusive use of the designated number of fields requested on the dates listed above. In the event all four fields are not rented, **The City of Empire** reserves the right to rent the unused fields to other organizations.
2. Have the fields prepared for the beginning of each day to include (weather permitting):
  - Fields appropriately dragged (if necessary)
  - Foul lines painted (if necessary)
  - Bases and pitching mound will be placed at the beginning of season, based off the requirements of the first team starting the season. All other base or mound changes will be the responsibility of the individual teams.

***All other field maintenance is the responsibility of the Organization.***

**B. The Organization Agrees to:**

1. Return fields to the condition found each day to include:

- Pick up garbage (fields, restrooms and next to the playground) and ensure it is placed in the proper receptacles. **The City of Empire** promotes recycling, please use appropriate containers.
- Assure that personal items of all participants and attendees are taken with **Organization** each day.
- The concession stand must be thoroughly cleaned and locked up at the **end of each tournament**.
- **Concession fees will be \$200.00 per tournament payable at the end of the month invoice.**
- Provide **Empire** with Concession License and Proof of Insurance

***Insufficient clean-up will result in a charge and be deducted from the damage deposit.***

**RULES AND REGULATIONS:**

2. All reservations for the fields are granted on a first requested basis. **No tournaments or practices will be scheduled prior to the 3<sup>rd</sup> weekend of May, as there will be no water for concessions or restrooms open at that time. (Practices may be allowed earlier but that is contingent on Spring weather and field conditions) The fields will close on September 30<sup>th</sup> for regularly scheduled games.** However, teams can now continue **limited** field use until October 31<sup>st</sup>. This use will be contingent upon the approval of the Public Works. If weather conditions change in such a manner that it is determined that fields will be damaged with game use, the City of Empire reserves the right to cancel any game activity, at any time.

If a tournament is approved after September 30<sup>th</sup>, it is with the understanding of the following conditions:

- All bathrooms and the concession stand will be locked and unavailable for use
- Teams will be responsible for providing the appropriate number of portable toilets based off the projected attendance as determined by the supplier. (This number will be subject to the approval of the Empire staff) All portable toilets used during tournaments must be serviced and emptied according to recommendations of suppliers. All supply restocks of portable toilets will be the responsibility of the service provider not Empire.
- Teams will be responsible for all costs associated with having to bring, empty and pick up all portable toilets for tournaments after Sept. 30th. These must be emptied daily for tournaments.
- Teams will be responsible for the removal of all trash at the end of the tournaments. Trash receptacles will remain in place until October 31<sup>st</sup> if games are approved.
- After September 30<sup>th</sup>, teams may bring tables to sell concessions or provide a food truck in parking lot contingent on an approved food truck application.

3. All teams will be sent a calendar of their requested dates prior to the start of each month. Each team will then approve the dates requested and notify the Deputy Clerk, by email, that they have approved the schedule. If there are any dates and/or field changes that need to be made, they can be done at this time. Once the monthly calendar has been approved by the team, these dates will be added to the field calendar and maintenance will be notified to have fields ready. **Teams will be invoiced at the end of each month according to dates/fields they approved at the beginning of month. If you have requested fields or lights, and find that is no longer needed, notification must be emailed to the Deputy Clerk at least 3 days before the scheduled games or you will be invoiced according to original schedule approved.** If a game is cancelled by a City of Empire official, that is related to bad weather and/or field conditions, the team will not be charged for that date. Weather related questions may be forwarded to 651-470-5056 unless otherwise notified.

4. Empire Rental Fee are as follows:
- \$82.50 garbage fee per season
  - \$82.50 garbage fee for weekend event
  - \$22.00 per field for lights
  - Monday through Thursday field rental \$22.00 per field
  - Friday (if part of a weekend event) through Sunday field rental \$66.00 per field

**For the 2024 season, FGFA and the FTBA teams will be invoiced a one time, per season, maintenance fee of \$300.00. All other teams will be accessed a 50.00 maintenance fee, per each weekend tournament.**

5. All games must begin no earlier than 8 am and complete no later than 10:00 pm (Field lights will go off at 10:30pm with no exceptions. **\*If a team does not leave the field by 10:00 and an injury is incurred, the City of Empire will not be held responsible.**
6. The City of Empire does not allow unauthorized motorized vehicles on the pathway to the concession stand and fields. **\*Only coaches will be allowed to drive golf carts and only for field maintenance. Push carts are provided by the City of Empire to transport supplies and concession items.**
7. The sale of alcoholic beverages is prohibited and no glass containers for personal beverages are allowed.
8. **The City of Empire** reserves the right to eject any person displaying objectionable behavior.

**Please note:**

- **If the team assigned key/credentials are lost, a \$400.00 replacement fee will be invoiced to the team for that month.**
- If garbage bags, soap or toilet paper is depleted during the event, additional supplies can be found in Umpire room.

\_\_\_\_\_  
Event Director Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed name

City of Empire Representative \_\_\_\_\_

Date \_\_\_\_\_