

# City of Clearwater, Kansas

## Chisholm Trail Sports Complex event application form

**Applicant Information**

Name of Applicant Group \_\_\_\_\_

Address of Applicant Group \_\_\_\_\_

City, State & Zip Code \_\_\_\_\_

Name of Group Contact Person \_\_\_\_\_

Telephone (Home) \_\_\_\_\_ (Business) \_\_\_\_\_ (Cell) \_\_\_\_\_

Field Requested for Use \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_ # of participants \_\_\_\_\_

Event purpose & description \_\_\_\_\_

Proposed use of proceeds from Event \_\_\_\_\_  
(admission, sales, concession, etc.)

**Fee Schedule:**

Priority	Base fee	Maintenance (per field-per day)	Lights (per field-per hour)	Bathrooms (per day)	Trash (per day)	Concession Stand (per day)	Field Supervisor (per hour)	Deposit	TOTAL

**Office use**

Date application received \_\_\_\_\_ By \_\_\_\_\_

Estimated total \_\_\_\_\_ Deposit \_\_\_\_\_

Check # \_\_\_\_\_ Cash \_\_\_\_\_

# City of Clearwater Field Usage Agreement

## Chisholm Trail Sports Complex – Reservation Priority and Fees

### Priority of Applications and Organizations:

Reservations are prioritized based upon the date that each agreement is received and by the Recreation Office, *except to priority categories 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>*. Those categories remain priorities without regard to the date the agreement is received. When two agreements are received on the same day, the following organizations shall receive preference in the order set forth below:

- 1<sup>st</sup> priority – USD 264 interscholastic athletic events
- 2<sup>nd</sup> priority – Clearwater Recreation Commission youth & adult baseball/softball leagues
- 3<sup>rd</sup> priority – City of Clearwater activities
- 4<sup>th</sup> priority – Clearwater non-profit organizations
- 5<sup>th</sup> priority – Clearwater individuals, Clearwater for profit organizations
- 6<sup>th</sup> priority – Out of town organizations or individuals

Reservations cannot be booked more than two (2) months in advance of event, with the exception of categories 1, 2 and 3 above. Tournament schedules must be turned in to Recreation Director by 6:00 pm two days prior to the tournament date.

### Fee Schedule:

Priority	Base fee	Maintenance (per field-per day)	Lights (per field-per hour)	Bathrooms (per day)	Trash (per day)	Concession Stand (per day)	Field Supervisor (per hour)	Deposit	TOTAL
1,2	NC	NC	NC	NC	NC	NC	NC	NC	NC
3	NC	NC	NC	NC	NC	NC	\$10	NC	NC
4	\$5/hour Max \$50/day	\$20	\$20	\$10	\$20	NC	\$10	\$100	
5	\$10/hour Max \$100/day	\$30	\$20	\$10	\$20	\$20	\$10	\$100	
6	\$15/hour Max \$200/day	\$50	\$20	\$20	\$40	\$40	\$10	\$200	

NC = No Charge

Field maintenance includes dragging and chalking once per day. Any further field maintenance will require additional cost, please inquire before the tournament (i.e. chalking more than once a day \$10/field or Diamond Dry \$10/bag.)