

# **CITY OF KINGSFORD**

## **Rules for the Use of Kingsford Commemorative Field And Facility**

Kingsford Commemorative Field has been designated to be used for soccer games and scrimmages only. Citizens and organizations desiring to utilize this facility are required to apply for and obtain a Commemorative Field Use Permit prior to using this field. Applications can be obtained from the Office of the City Clerk at the Kingsford City Hall, 305 South Carpenter Avenue, Kingsford, Michigan 49802 or the city webpage at [www.cityofkingsford.com](http://www.cityofkingsford.com)

### Application for Use

- Applications shall include the specific dates and times for which the field is requested to be used.
- Applications must be received 30 days prior to the date(s) requested for use.
- Applications shall be accompanied by a certificate of insurance acceptable to the City, naming the City of Kingsford as an additional insured.
- Applications shall include the name and contact information of one representative to coordinate the use of the facility with the City. The named representative shall be responsible for properly securing the facility after each use.
- Applications shall include the name of the party performing the lining of the field.
- Applications must be signed and dated by an authorized representative of the requesting party.
- Applications must be accompanied by a \$100.00 refundable deposit and a fee of \$200.00/game. The deposit will be refunded if:
  - a.) a permit is denied, or
  - b.) a permitted use has expired and the facility has been inspected by the City and determined to be in a clean and satisfactory condition.

### Applicant's Responsibilities

The Applicant shall be responsible for:

- keeping all indoor and outdoor areas, including the restrooms, neat and clean while in use and following each use by the Applicant
- promptly reporting in writing to the City Manager, any items needing maintenance attention
- reimbursing the City for repair of any damages that occur due to misuse or vandalism while in use by the Applicant
- placing any garbage and litter in the outdoor receptacles after every use for collection

- providing for any and all security, if needed, during the times the Applicant is using the facility
- all equipment stored at the facility (any stored items is done at the Applicant's own risk)
- lining of the field, providing nets, and other essential game equipment
- providing for any additional mowing of the playing field other than the one mowing per week provided by the City

### Guidelines for Field Usage

The field shall be limited to three events per week. An event will be defined as any scheduled athletic contest with a predetermined start and stop time, not to exceed 180 minutes in length.

The field has been designed to allow the play area to be relocated periodically. The person lining the field shall relocate the goals and playing area during the season to alleviate wear patterns, minimizing field down time for repair.

The City of Kingsford has the right to further limit play whenever the integrity of the surface (landfill cap) is threatened. A threat may be the result of excessive foot traffic, late spring or early fall weather, excessive rain, snow, drought, vandalism, insects or other.

It will be considered an acceptable practice to remove nets, rotate goals, lock gates, etc. to discourage random play on the field surface. This will help to maintain order, track users and reduce stresses on the playing surface.

A minimum two-week rest period will be provided at midsummer. This will allow for field repairs and preparations for fall use.

Lining of the field must be done prior to use. It should be done in a manner consistent with industry standards. No paint, chalk, dyes, etc. may be used which will stunt, kill, or otherwise inhibit the growth of the turf. Any lining/stripping of the field must be consistent with normal F.I.F.A layouts. Any deviations from the normal field layout must be pre-approved by the City.

Adopted by the Kingsford City Council on July 3, 2006  
Revised by the Kingsford City Council on January 22, 2019