



## Reservation Rules and Regulations

### Mutz Park Baseball Fields

The purpose of this policy is to establish the criteria and procedures under which Ferris residents, businesses and non-residents will be permitted to use the Mutz Park baseball fields. While City of Ferris parks are operated for the benefit of the general public, *exclusive use* of the baseball fields is granted to the Ferris Sports Association (FSA) for youth baseball and softball during its regular and post season(s). Permission to use the baseball fields is a privilege given by the City and subject to seasonality, field condition, and intended use. The following "Rules and Regulations" must be agreed upon before permission to use the baseball fields is granted. The user agrees to abide by City Ordinances, realizing that non-adherence may result in forfeiture of all or a portion of deposit, a fine, and/or incarceration. The user will be held responsible for field damage, trash, and adherence to regulations.

#### **SEASONAL AVAILABILITY:**

Fields may be reserved except during the Ferris Sports Association season when regular and/or post season games are scheduled. Generally, availability is mid- June through end of year.

#### **HOURS OF AVAILABILITY:**

Monday through Saturday 8 am- 10 pm  
Sunday 12pm - 10pm

<u>Reservation Fee, per field:</u>	<u>Ferris Residents</u>	<u>Non-Residents</u>
All day (8 a.m. - 5 p.m.)	\$75.00	\$150 .00
Morning (8 a.m. - 12 p.m.)	\$50.00	\$125 .00
Afternoon (1 p.m. – 5 p.m.)	\$25.00	\$100 .00
Evening (6 p.m. - 10 p.m.)	\$75.00	\$100.00
All Day & Evening (8 a.m. - 10 p.m.)	\$150.00	\$250.00
Refundable Damage/Cleaning	\$100.00	\$250.00

\*All fees are per field and per day.

Fees, deposits, and signed reservation permits for the Mutz Park baseball fields must be made in person, M-Thurs, 7:30 a.m. - 5:30 p.m., at the following address:

Permit Department  
100 Town Plaza  
Ferris, TX 75125

Please note all fees must be paid in cash

## **RULES AND REGULATIONS**

- Mutz Park baseball fields are available for their intended use. All other uses are prohibited, such as concerts, movies, soccer games, bounce houses and revivals.
- Reservations are restricted to the baseball fields and rest rooms. The concession stand is not available for rent.
- Reservations are based on the understanding that the parking lot is shared with the Ferris Public Library and Mutz Memorial Park.
- Decorations, tarps, or any other semi-permanent covering may not be affixed to any structure or fencing using tape, glue, tacks, screws, bolts or nails. The City must approve any exceptions, such as rope tied banners, to this rule in writing.
- NO ALCOHOLIC BEVERAGES will be allowed on the premises. There are no exceptions. Violators are subject to fine or arrest.
- No tobacco products are allowed inside the park.
- Pets are not permitted in the park.
- A city staff member will check the field(s) for prior damage and cleanliness and will also inspect the field(s) after usage. The user is responsible for cleaning after each reservation.
- At the discretion of the City Manager, any reservation may be cancelled and all fees will be returned.

## **RESERVATION AND CANCELLATION POLICY**

- Reservations will be made in person by an adult City of Ferris resident, Ferris business representative or non-resident at least 21 years of age.
- Reservations will be made on a first come - first served basis. The rental fee and a refundable clean-up/damage fee are required at the time of the reservation application.
- Reservations are guaranteed when the reservation permit is completed, all fees paid, and approved by the City.
- Reservations must be made seven days in advance of planned use.
- City of Ferris residents and businesses must produce a utility bill with a Ferris address and/or a valid Texas Driver's License or I.D. card with a current Ferris address.
- City of Ferris businesses wishing to hold a baseball event shall provide a written request on company letterhead for reservations.
- Non-residents must present a valid Texas Driver's License with reservation fee and damage deposit.
- Non-Profits must provide documentation of their status. The city reserves the right to waive any and all fees for approved civic/ youth organizations.
- A seven (7) day written cancellation notice shall be required to receive a refund of reservation fees and damage deposit.
- Refunds will be made for rainouts, or the reservation may be rescheduled.

## **CLEAN UP**

- Each group is responsible for its own cleanup. The ball fields, dugouts, stands, and environs must be left clean and clear of litter and other debris. Cleanup must be completed within one hour of the reservation agreement. All trash and debris must be placed in approved waste containers. The City staff will inspect the facility to verify compliance. Failure to comply will result in forfeiture of deposit.

## **CITY RIGHTS**

- The City reserves the right to waive any and all fees.
- The City reserves the right to cancel any reservation.
- The City reserves the right to schedule special events regardless of prior reservations. Applicants who have reserved the use of a baseball field will have the option of rescheduling or having the deposit refunded.
- The City reserves the right to make exceptions to any of the rules and regulations.

## **LIABILITIES**

- The individual making the reservation shall assume liability for damages to the baseball field and will be billed accordingly.
- The individual, group, or organization using the baseball field shall obey all rules and regulations, both written and verbal, and shall not hold the City of Ferris or any of its representatives liable for any injury sustained while using the facility.

## **HOLD HARMLESS CLAUSE**

**USER HEREBY AGREES TO RELEASE, INDEMNIFY, DEFEND, AND HOLD HARMLESS THE CITY AND ITS OFFICIALS, OFFICERS, AGENTS, AND EMPLOYEES, IN BOTH THEIR OFFICIAL AND INDIVIDUAL CAPACITIES, FROM AND AGAINST ALL CLAIMS, LOSSES, DAMAGES, CAUSES OF ACTION, SUITS, AND LIABILITY OF EVERY KIND, INCLUDING ALL EXPENSES OF LITIGATION, COURT COSTS, AND ATTORNEY FEES, FOR INJURY TO OR DEATH OF ANY PERSON OR FOR DAMAGE TO ANY PROPERTY ARISING OUT OF OR IN CONNECTION WITH TIDS AGREEMENT OR ANY USE PURSUANT TO TIDS AGREEMENT, OR OCCURRING ON OR ABOUT THE PROPERTY; AND USER WILL, AT ITS OWN COST AND EXPENSE, DEFEND AND PROTECT THE CITY FROM ALL SUCH CLAIMS, LOSSES, DAMAGES, CAUSES OF ACTION, SUITS, OR LIABILITY OF ANY KIND.**



## Rental Information

### Mutz Park Baseball Fields

Your reservation has been approved. Please review this information sheet regarding your rental.

**KEYS:**

You will be issued 2 keys for the facility (1 is for the main gate and 1 is for the restrooms). At the end of your reservation, please secure and lock these facilities. You must return the keys to City Hall the next business day.

**FIELD CONDITION:**

The City will perform an inspection of the ball fields prior to your reservation. This inspection will document any prior damage. Feel free to also inspect the fields and submit to the City a report of any damage observed.

**RESTROOMS:**

Your reservation includes use of the restrooms at the fields. It is your responsibility to supply toilet paper, paper towels, and soap.

**EQUIPMENT:**

Your reservation does not include field equipment. It is your responsibility to supply bases, balls, etc.

**LIGHTS:**

The City controls the lights at the ball fields. The lights will be set to turn on at the start time of your reservation and turn off at the end of your reservation.

**DEPOSIT REFUND INSPECTION:**

The City will perform an inspection of the ball fields after your reservation. In order to receive your deposit refund, the fields must pass inspection:

- Restrooms thoroughly cleaned and trash removed.
- Ball fields, dugouts, stands, and common areas thoroughly cleaned and trash removed.



## Deposit Refund Inspection Report

### Mutz Park Baseball Fields

A checkmark will indicate a passing inspection (Clean and no damage).

#### BEFORE EVENT

Restrooms\_\_\_\_\_

Ball fields\_\_\_\_\_

Dugouts\_\_\_\_\_

Stands \_\_\_\_\_

Common areas

Parking lot\_\_\_\_\_

Date of inspection

Performed By:\_\_\_\_\_

Date:\_\_\_\_\_

Notes:

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#### AFTER EVENT

Restrooms\_\_\_\_\_

Ball fields\_\_\_\_\_

Dugouts\_\_\_\_\_

Stands \_\_\_\_\_

Common areas

Parking lot\_\_\_\_\_

Date of inspection

Performed By:\_\_\_\_\_

Date:\_\_\_\_\_

Notes:

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Okay to release deposit? Yes:\_\_\_\_\_

No:\_\_\_\_\_ (Reason Below)

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## Reservation Permit Mutz Park Baseball Fields

Today's Date \_\_\_\_\_ Reservation Date Requested: \_\_\_\_\_

Reservation Time (choose one):

Preferred Field:

☐ All Day (8am-5pm)

☐ West Field ☐ East Field ☐ No Preference

☐ Morning (8am-12pm)

☐ Afternoon (1pm-5pm)

Total number of players \_\_\_\_\_

☐ Evening (6pm-10pm)

Age of players: \_\_\_\_\_

☐ All Day & Evening (8am-10pm)

Sanctioned Tournament? \_\_\_\_\_ Group/Event Name \_\_\_\_\_

Request for **special approval** from the City (See rules and regulations):

☐ Banner(s) \_\_\_\_\_ Approved by: \_\_\_\_\_

☐ Other: \_\_\_\_\_ Approved by: \_\_\_\_\_

**Facility Reserved by:**

☐ Ferris Resident

☐ Ferris Business

☐ Non-Resident

Name \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Home/Work Phone \_\_\_\_\_ Fax \_\_\_\_\_

How to be reached the day of the event: \_\_\_\_\_

I have read the *Reservation Rules and Regulations for Mutz Park Baseball Fields* and agree to abide by all of the conditions. I, the undersigned, will be held responsible for damages and adherence to regulations. I understand that the damage deposit must be included with this form in order to confirm the date and time desired.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Date

The City of Ferris has received fees and deposits to reserve a Mutz Park baseball field.

Field Reserved: ☐ West Field ☐ East Field ☐ No Preference

\_\_\_\_\_  
Staff signature

\$ \_\_\_\_\_ + \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
Deposit Reservation Total

Permit Number \_\_\_\_\_ Date \_\_\_\_\_