



# Woodinville Sport Fields APPLICATION

**City of Woodinville**  
17301 133 Avenue NE  
Woodinville, WA. 98072  
425-489-2700 Fax-489-2705  
[rentals@ci.woodinville.wa.us](mailto:rentals@ci.woodinville.wa.us)

## HOURLY RATES PER FIELD (fees subject to change)

Category	Resident	Non-Resident
Youth	\$40.00 <input type="checkbox"/>	\$75.00 <input type="checkbox"/>
Adults	\$75.00 <input type="checkbox"/>	\$75.00 <input type="checkbox"/>

**Full payment due within 15 business days of invoice**

*Sports Field Layout: 2 fields = entire complex. Soccer Field Dimension: 225'W x 360'L. Entire Field complex: 360'W x 500'L. Baseball/softball: 60 ft. baseline. Pitching pegs: 35', 40' and pitching mounds (portable) 46'. Diagonal measurement of complex: 616'.*

## APPLICATION PERIODS

Jan-June Rental Period: Applications accepted Oct 1  
July-Dec Rental Period: Applications accepted April 1

### Block Booking Requirements (10 or more requested dates)

- Certificate of Insurance
- League roster. A league roster (addresses only) is used to determine residency. Please highlight all participants *within Woodinville City limits.*

<b>Contact Name and Position</b>		<b>Applicant's Organization Name</b>	
<b>Address</b> (PO Box not accepted for Resident Rate)		<b>City</b>	<b>Zip Code</b>
<b>Day Phone</b>	<b>Evening/Cell</b>	<b>Email</b>	

- Baseball   
  Softball   
  Soccer   
  Lacrosse   
  Football   
  Special Event\*\*  
 Additional equipment/circumstances (please describe): \_\_\_\_\_

\*\*Nonstandard uses of the sports fields (i.e. community activities, sport camps, retreats, unusual sports, etc.) require the applicant to submit a detailed description of the intended use of the facility. The description should include but is not limited to an estimate of attendance, a schedule or agenda of activities, plans for food, signage, and equipment.

## Requested Fields & Schedule (Block Bookers should skip this section and submit their request via the applicant's "Schedule Request" spreadsheet available on our website, [www.ci.woodinville.wa.us](http://www.ci.woodinville.wa.us))

FIELD	DAY(S)*	START DATE* (Month/Day/Year)	END DATE* (Month/Day/Year)	START TIME* (billed in half hour increments)	END TIME* (billed in half hour increments)
Field 1 (North)	M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> TH <input type="checkbox"/> F <input type="checkbox"/> SA <input type="checkbox"/> SU <input type="checkbox"/>				
Field 2 (South)	M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> TH <input type="checkbox"/> F <input type="checkbox"/> SA <input type="checkbox"/> SU <input type="checkbox"/>				

## Other Fees:

**Lighting Fee: \$23.00/hour per field** (see lighting schedule on our website, [www.ci.woodinville.wa.us](http://www.ci.woodinville.wa.us))

## Certification / Indemnification / Hold Harmless

The undersigned certifies on behalf of the applicant organization ("applicant") that the information given in this application is accurate and that the undersigned is authorized by the applicant to sign and submit this application on the applicant's behalf. Applicant has read the Woodinville Sports Fields Use Regulations and Rules on the back of this application and the Woodinville Sports Fields Permit Manual (available at [www.ci.woodinville.wa.us](http://www.ci.woodinville.wa.us)) and agrees to ensure that all users abide by the rules therein. Incomplete application forms will be returned to sender. Applicant agrees that City of Woodinville ("City") and its agents or employees will not be liable for any damage to person or property by reason of negligent or intentional acts of applicant, its agents, employees, invitees, or subcontractors. Applicant agrees to protect, indemnify for legal costs and other expenses and hold harmless, the City and its officers, employees, directors and agents from claims, liabilities, or suits, arising out of injury (including illness) or damage to person or property from the negligent or intentional acts of applicant or its users, directly or indirectly attributable to applicant's activities and/or use of the Woodinville Sports Fields, except for those injuries or damages resulting from the sole negligence of the City.

**I agree to Indemnification / Hold Harmless and to Woodinville Sports Fields Use Regulations and Rules.**

\_\_\_\_\_  
Applicant Printed Name/Position

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

\_\_\_\_\_  
Date

# Woodinville Sport Fields Use Rules and Regulations

Applicant must have full authority from their league or group to sign this field rental application and, in the event he/she is not so authorized, that he/she will be personally liable for the faithful performance of this agreement. The City of Woodinville reserves the right to alter or cancel any scheduled activity when necessitated by a conflict of usage times or concern for field conditions.

1. Authorization by the City to use the Woodinville Sports Fields is subject to Applicant's and all users' compliance with all applicable federal, state and local laws and regulations, including any order or proclamation of a local health officer or the Governor of the State of Washington, and may be revoked if any such authorities prohibit the activity contemplated by the Applicant.
2. No food or beverages permitted on field. Only water is permitted on fields. All garbage must be placed into trash receptacles.
3. Applicant/Users shall report any damage on the field or field complex to City of Woodinville.
4. The Applicant/User is financially responsible for damage or vandalism to City property during its scheduled activities. If it is necessary for the City to repair damages or clean the premises, the Applicant/User will incur the cost. The applicant acknowledges that it will receive an invoice from the City for any costs, expenses, or damages that have not been reimbursed and that any unpaid invoices may be sent to a collection agency.
5. Field users must not stay beyond their permitted field use time. Any user found to extend their permitted time without written approval from the City will be charged for additional field use time.
6. Field use activity is permitted thru the Field Rental Permit process. The activity listed on the permit is the only activity that the City has approved for field use. If any desire to change or add a different activity to permitted use, user must contact the City and obtain written approval.
7. Consumption or possession of alcoholic beverages or the appearance of an intoxicated state is strictly prohibited.
8. Smoking, tobacco products & seeds are not allowed within 25 ft of the synthetic turf athletic field.
9. Gum, wrapped candy and sunflower seeds are not allowed on synthetic turf fields or adjacent dugouts.
10. Absolutely no vehicle access beyond marked parking areas. Supplies must be carried to field.

11. Pets are not allowed on the Woodinville Sport Fields. Leashed pets are permitted on the walking trail. Pet clean up bags are provided at the field. Please clean up after your pets.
12. Field use by youth must be under adult supervision at all times. The Applicant/User is responsible for the conduct of participants and spectators. Profane language or other objectionable behavior is not permitted.
13. No one over the league age of 12 may hit a hardball (baseball) on Sports Fields.
14. Leagues are responsible for ensuring safety of spectators and/or players on the field and scheduling activities within their rented field space. Seating not permitted on fields unless stated on permit.
15. No warm up play is permitted outside of the field area. Kicking balls or hitting balls into the field fencing or climbing or sitting on the fences or trees is prohibited.
16. **Field users must be prepared to present a Field Use Permit to a City staff if asked. If a Field user cannot produce the requested documents they will be asked to vacate the fields. It is the Applicant/User's responsibility to provide a copy of these items to the field user. Coaches should also be provided a copy of these field rules. League schedules do not substitute for a City of Woodinville field use permit.**
17. Refunds given if the reservation is cancelled more than 10 business days prior to the reservation. No refunds will be issued if notification provided 9 business days or less from permitted use.
18. If the City cancels a reservation, a full cash or credit refund will be issued.
19. A field reservation permit can be canceled by the City or the Applicant for any reason, subject to the refund rules stated above.
20. Field users must comply with all Sports Fields Use Regulations & Rules, and Woodinville Municipal Code regulations.

**This Application is not a confirmation of use. Final confirmation of use is given when the City has received payment, when Insurance (if required) has been received and a Permit has been sent to the Applicant. Permits will be cancelled for lack of payment (or insurance if required). If the field rate changes before the rental date, you will be charged the revised rate.**