



UNION COUNTY JOINT RECREATION DISTRICT
P.O. Box 738 Marysville, Ohio 43040

2026 Softball/Baseball Field Use Agreement

This agreement grants permission for _____ [enter organization's name] (hereafter referred to as the "User") to utilize designated baseball and/or softball fields at the Union County Joint Recreation District (UCJRD) Sports Complex, located at 16000 County Home Road, Marysville, Ohio, for practices, games, tournaments, or events.

For purposes of this agreement, the term **User** includes all organization participants, players, coaches, staff, volunteers, spectators, and any other individuals entering the premises under the User's direction or invitation.

FIELD USE & SCHEDULING

By completing this agreement, Users will have the right to use scheduled fields along with the parking lot and designated parking area(s). UCJRD reserves the right to control, inspect, enter, and/or restrict areas as necessary.

Certain identified organizations that held events, leagues, or tournaments in previous calendar years hold a "grandfathered" status for scheduling. See section *B. Grandfathered Users (Early Manual Scheduling Requests)* below.

A. Self-Scheduling Access (Login Required)

Organizations granted scheduling credentials may book fields through the UCJRD website on a first-come, first-served basis beginning on the announced calendar opening date (generally on or around February 14).

- Login credentials are provided to groups with a positive history of responsible scheduling and communication and at the UCJRD Board's discretion.
- Login credentials are only provided with the completion of this Field Use Agreement and no outstanding balance from prior years.
- Login access may be revoked if an organization misuses scheduling privileges (e.g., excessive cancellations or overbooking).

B. Grandfathered Users (Early Manual Scheduling Requests)

- Grandfathered Users must submit their scheduling requests no later than **January 31** by emailing ucjrd@unioncountyohio.gov.
- Email must contain a completed and signed copy of this document ("Field Use Agreement"), the name of the event, and the dates, times, and fields being requested.
- Manual requests are reviewed and booked based on availability at the time of review.
- Submitting a request does not guarantee field availability until confirmed by UCJRD.

After the calendar opening date, all remaining open field availability will be accessible to other eligible Users on a first-come, first-served basis and Grandfather's Users will no longer be prioritized.

RENTAL RATES & FEES

Fields are billed in 2 hour increments up to 6 hours – a booked block for greater than 6 hours will be billed for a full day.

All scheduled events are final, and all charges will apply. If UCJRD determines that the fields are closed due to weather, booked time will not be billed. Please contact ucjrd@unioncountyohio.gov for cancellation concerns. Any cancellations by the User must be made 72 hours in advance or field usage charges will apply. For any fields scheduled for longer than 6 hours in a given day, 2 weeks' notice is needed for field cancellation or field usage charges will apply.

To receive **In-County Rates**, *Users must deliver proof that organization is established in Union County by providing Articles of Incorporation or other tax documents to that effect.* If this is not provided by the time invoices are sent out, corrections to the invoice will not be made.

Artificial Turf Fields (Fields 1, 2, 3, and 4)

- All blocks are billed at the same rate on Artificial Turf Fields (no practice/game designation).
- No metal cleats are allowed.
- Fields 1 and 2 have lights available and use of lights should be requested ahead of time through email at ucjrd@unioncountyohio.gov.

Block (Per Field)	In-County Rate (Apr – Nov)	Out-of-County Rate (Apr – July)	Out-of-County Rate (Aug – Nov)
Single (2 hour) Block	\$55	\$95	\$55
All Day Block	\$250	\$450	\$250

Natural Surface Fields (Fields 5, 6, 7, and 8)

Block (Per Field)	In-County Rate (Apr – Nov)	Out-of-County Rate (Apr – July)	Out-of-County Rate (Aug – Nov)
Single Practice Block	\$25	\$50	\$25
Single Game Block	\$40	\$80	\$40
All Day Block	\$175	\$300	\$175

INVOICING

- Invoices will be sent via email to the Billing Contact listed on this agreement by the end of the calendar year.
- User will have until January 31st of the following year to pay the invoice in full. In February, outstanding invoices will be mailed to the mailing address for the Billing Contact with an additional 5% late fee.
- Users will not be provided log-in information for the following year if previous year's invoices are not paid in full or other arrangements made.

FIELD MATERIALS & PREP

- UCJRD provides bases, pitching rubbers, regular mowing, and field lining for the first game/tournament of the day.
- Field conditions and usability will be a collaborative decision made between the Facilities Manager and the User. UCJRD will provide 1 bag of field-dry per field. User will pay \$30 per bag for any additional field-dry bags used as approved by the Facilities Manager.
- The User is responsible for all other prep and for leaving fields and dugouts clean and in good condition.

WEATHER & CANCELLATIONS

- The User must contact the Facility Manager before or on the day of a scheduled event to confirm cancellations due to inclement weather.
- UCJRD may cancel field use at any time for safety, weather, or maintenance needs. Check the UCJRD website for field status updates.

USER EXPECTATIONS

The User is responsible for:

- Supplying all player and safety equipment.
- Providing umpires, if required.
- Removing trash and restoring dugouts and equipment to original state.
- Following all parking and complex signage and rules.

UCJRD RESPONSIBILITIES

UCJRD will:

- Provide general field maintenance and mowing.
- Prep fields for the first event of each day (paint lines, etc.).
- Maintain scheduling calendar access.

USE RESTRICTIONS

Users may **not**:

- Use fields after 11:00 PM.
- Drive vehicles outside of designated areas. (Motor vehicles, golf carts, ATVs, Gators, etc)
- Alter fields without prior approval.
- Sell concessions, charge admission, or host outside vendors without written consent.

- Use or permit alcohol, drugs, or profanity.
- Engage in physical altercations.

LIABILITY & INDEMNIFICATION

Users must:

- Carry general liability insurance and provide a Certificate of Insurance listing UCJRD as additional insured.
- Indemnify UCJRD and any agents from any claims related to their use of the facility. This does not include negligence or misconduct of UCJRD or any agents. This indemnity does not require payment of claims by UCJRD or any agents.

DAMAGES

Users are financially responsible for any damage caused. Repairs will be billed and must be paid within 10 days. Late payments will incur a 5% penalty.

AGREEMENT TERMS

- This agreement becomes effective only upon signature by both parties. Violation of terms may result in loss of scheduling privileges and/or termination of this agreement. By using the facilities, Users are agreeing to all conditions of this agreement.
- It is agreed that if Users fail to perform to these agreements, this agreement is terminated without liability to UCJRD and without releasing Users from their liability.

CONTACT & BILLING INFORMATION

1. Responsible Party (Required)

Organization Name:			
Name:		Title/Role:	
Phone Number:		Email Address:	
Signature:		Date:	

2. Billing Contact (if different from Responsible Party)

☐ Same as Responsible Party

Billing Contact Name:			
Mailing Address:			
Email for Invoicing:			

3. Alternate Contact (Optional)

Name:		Title/Role:	
Phone Number:		Email Address:	

UCJRD Approval

Authorized UCJRD Signature:			
Print Name:		Date:	