

ATHLETIC FIELD USE AND ALLOCATION POLICY

ALLOCATION PROCEDURES

Allocation of fields will follow this Athletic Fields Use and Allocation Policy. Fields will be allocated at the discretion of THORNBURY TOWNSHIP. Fields will be allocated and permitted in two, 6 month increments: Spring and Fall, as sustainability allows: (Spring Applications will be accepted from February 1st through March.) (Fall Applications will be accepted from July 1st through August.)

After schedules are confirmed, THORNBURY TOWNSHIP will work with the team's Athletic Directors to permit fields. Fields will be allocated at THORNBURY TOWNSHIP's discretion. The days and times of use will be at the discretion of the Township. All organizations will be considered. Fields will be allocated without regard to competitive level of skill and are not transferable.

Verification of THORNBURY TOWNSHIP residency may be established by providing such documentation as THORNBURY TOWNSHIP staff deems necessary, which will include team rosters with players addresses, signed by The Athletic Director or Organization President.

On occasion, Special Events are hosted by THORNBURY TOWNSHIP Board of Supervisors throughout the year. THORNBURY TOWNSHIP reserves the right to cancel field assignments to accommodate the Township's needs for these special events.

After all requirements for application of field use are met, a formal permit will be issued authorizing use of THORNBURY TOWNSHIP fields. Submission of field request does not constitute approval.

A copy of the permit must be available at each site approved for use, for inspection by THORNBURY TOWNSHIP Staff.

Field permits will not be issued for use on National Holidays (ie: Christmas Day, July 4th etc.) and/or other specific dates to be announced. It is the user group's responsibility to check by phone, email or THORNBURY TOWNSHIP's website for these dates. Use of fields on a non-permitted day may result in revocation of the permit.

LIABILITY INSURANCE REQUIREMENTS

All proof of insurance must be supplied at time of application.

FACILITY USER shall secure and maintain throughout the period of use considered under this agreement, general liability insurance with policy limits of not less than \$1,000,000 per occurrence. THORNBURY TOWNSHIP shall be named as additional insured by endorsement. Such policy or policies of insurance shall further provide that said policies of FACILITY USER shall be primary over any insurance held by THORNBURY TOWNSHIP that may be applicable. The types and limits of insurance may be changed from time to time as determined by THORNBURY TOWNSHIP.

FACILITY USER agrees to hold THORNBURY TOWNSHIP harmless and free from any liability of any nature arising out of the use of THORNBURY TOWNSHIP recreational facilities, to include reimbursement of any legal costs and fees incurred in defense of such claims.

INCLEMENT WEATHER FIELD CLOSURES

In the event of inclement weather fields may be closed. A RED FLAG will be posted at THORN BURY PARK.

It is the Athletic Field user's responsibility to check with Thornbury Township by phone, email or website, to verify field closures. Groups cannot play on fields that have been closed.

If use does take place when the fields have been closed, THORNBURY TOWNSHIP may bill the user group for damage to the fields and/or revoke permits at the recommendation of the Public Works Director to the Board of Supervisors.

TRAFFIC AND PARKING

All field event user groups must inform their participants and spectators to park in Field Parking lot located below tennis courts (accessible from Glen Mills Rd.) and if needed, user groups should post directional signs to assist participants and spectators to appropriate parking areas. When traffic and/or parking are an issue or during season play, the user group or organization must provide volunteers to direct participants and spectators to designated parking areas. It is the user's responsibility to alleviate traffic and parking issues. No vehicles are allowed on THORNBURY TOWNSHIP fields or property, other than parking lots designated to teams and spectators.

PERMIT CANCELLATION

Permits may be canceled at any time by the THORNBURY TOWNSHIP Staff. Permits canceled by THORNBURY TOWNSHIP due to inclement weather may be rescheduled as availability allows.

THORNBURY TOWNSHIP may cancel use of Park fields for any of the following:

- THORNBURY TOWNSHIP begins work involving any of the facilities.
- When the health and safety of participants are threatened due to impending conditions, including but not limited to heavy rains or inclement weather.
- No adherence to Athletic Field Use and Allocation Policy of THORNBURY TOWNSHIP ordinance.
- THORNBURY TOWNSHIP cancels use of fields under the direction of their Administrative office.
- Fields left littered or unmaintained.
- At the Discretion of the Board of Supervisors

FIELD MODIFICATIONS

No temporary or permanent structures or equipment shall be erected on THORNBURY TOWNSHIP fields unless approved by THORNBURY TOWNSHIP and is dedicated for community use. If approved, any equipment or temporary structure must be removed after the event or by permit expiration date.

Approval will be given according to THORNBURY TOWNSHIP policy. Approval will be provided in the form of a written document.

ATHLETIC FIELD LINING / MARKING

1. Lining of THORNBURY TOWNSHIP fields is prohibited without approval of the Township.
2. Burning lines on THORNBURY TOWNSHIP fields is NOT permitted.
3. Any user failing to comply with established guidelines and notification requests are subject to pay for all damages occurring to the facility and the termination of field use permit.

PLEASE REFER TO CHAPTER 16 (PARKS AND RECREATION) IN THE THORNBURY TOWNSHIP CODE OF ORDINANCE FOR COMPLETE RULES AND REGULATIONS AVAILABLE ON LINE AT WWW.THORNBURY.ORG.

I have read, understand and agree to THORNBURY TOWNSHIP's Athletic Field Use and Allocation Policy.

Signature: _____

Date: _____