

Albemarle County Public Schools

Request to use Monticello High School Synthetic Turf Field

Organization/Group: _____

Event Information

Dates Requested: _____

Hours: Start Time: _____ End Time: _____ No. of People: _____

The exact purpose for which the field will be used: _____

1. Will there be an admission fee associated with this event? (Circle one) Yes No

2. Is there a fee for participation in your event? (Circle one) Yes No

If you answered "Yes" to either one of the above questions, you must provide a list of the charges and describe how the proceeds will be used: _____

Authorized Agent's Information

By signing below, you agree to abide by the following rules and regulations. The rules are mandatory when using the turf field. Any violation of these rules will result in cancellation of your event and your organization will be unable to use the turf field in the future.

- ✓ No flaming batons, sideline heaters, grills, etc.
- ✓ Keep field clean of all foreign objects: gum, tape, litter, sports drinks, etc.
- ✓ Only molded cleats, screw-in style football or soccer cleats, turf shoes or sneakers are allowed on field.
- ✓ No smoking on school grounds.
- ✓ No food or drinks on the field.
- ✓ Prohibited items include tents, metal cleats, golf shoes, flags, stages, etc.
- ✓ Absolutely no puncturing of field.

The above named organization, by the signature of its officer below, and the individual signing below agree that, if this application is approved, the organization and the individual signing below are responsible for the payment of all fees arising from the use of school facilities, including all damage to property, and will protect and indemnify the School Board of Albemarle County from all liability to any person on any account in connection with the above use of school property. The school system reserves the right to cancel a rental contract up to ten days prior to a scheduled rental. Use of schools will automatically be canceled when schools close due to inclement weather or emergency conditions. The Superintendent/Designee reserves the right to cancel field rental/usage because of weather conditions.

*****Principals/Athletic Directors CAN NOT waive fees, or determine the amount due. This is handled through Fiscal Services.**

Authorized Agent of Organization: (please print) _____ Work Ph: _____ Home Ph: _____

Address: _____ Zip Code: _____

Authorized Agent of Organization: (Please sign) _____

For School Use Only - **REPRESENT REQUIRED INFORMATION

**Field Approved By: _____ Date: _____ **Disapproved: _____

**Custodial Coverage Available: Yes ☐ No ☐ **Name of Custodial Person Working Event: _____

Police Coverage Needed: Yes ☐ No ☐ **Note:** A separate invoice will be sent for Police Coverage.

For Fiscal Services Office Use Only

☐ Approved for use of turf field at **Monticello High School** on _____

☐ Disapproved. Reason for disapproval: _____

TOTAL AMOUNT DUE: \$ _____

Approved By: _____ Application #: _____ Date: _____

Please send payment to: Albemarle County Schools, Fiscal Services Department, 401 McIntire Road, Charlottesville, VA 22902

NOTE: Please call (434) 296-5829 to cancel or change this contract. Thank you.

Form Updated:

9/1/2009