

Gold Crown Foundation Field House Facility Reservation Request

<u>Organization Name:</u> _____	<u>Name on Insurance Policy:</u> _____
<u>Group Contact:</u> _____	
<u>Address:</u> _____	<u>City:</u> _____
<u>State:</u> _____	<u>Zip:</u> _____
<u>Phone #: (C):</u> _____	<u>Phone #: (W):</u> _____
<u>E-Mail:</u> _____	

Activity: <input type="checkbox"/> Basketball <input type="checkbox"/> Volleyball <input type="checkbox"/> Other: _____
Activity Type: <input type="checkbox"/> Practice <input type="checkbox"/> Game <input type="checkbox"/> Tournament <input type="checkbox"/> Clinic <input type="checkbox"/> Other: _____
Additional Rental Items (fees may apply): <input type="checkbox"/> Volleyballs <input type="checkbox"/> Basketballs <input type="checkbox"/> Scoreboard (for practice) <input type="checkbox"/> Microphone <input type="checkbox"/> Folding Tables <input type="checkbox"/> Folding Chairs
Special Requests (request a specific court, etc.): _____

<u>Recurring Reservation</u>	
Event Begin Date: _____	Event End Date: _____
Start Time: _____	End Time: _____
Day(s) of Week: <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Saturday <input type="checkbox"/> Sunday	
Recurrence: <input type="checkbox"/> Weekly <input type="checkbox"/> Bi-Weekly <input type="checkbox"/> Monthly (<input type="checkbox"/> 1 st week <input type="checkbox"/> 2 nd week <input type="checkbox"/> 3 rd week <input type="checkbox"/> 4 th week)	
Exclude these Dates in Range: _____	
<u>Single Session</u>	
Date: _____	Start Time: _____ PM / AM End Time: _____ PM / AM # of Courts: _____

<u>Event Information</u>				
Circle applicable pricing structure. Rates listed are per hour, per court. There is no discount for multiple court reservations.				
	Non-Profit Jeffco*	Non-Profit*	For Profit Jeffco*	For Profit
Practice	\$30	\$35	\$40	\$45
Game	\$40	\$45	\$50	\$55
Special Event	\$45	\$50	\$55	\$60
Admissions/Gate	\$250/day		\$500/day	
Classroom	\$30/hr		\$35/hr	
Vendor	\$100/day		\$200/day	
Equipment	\$10/hr		\$15/hr	
*Game rates require the reservation to include a 30 minute warm up period and a 30 minute post event period *Non Profit must submit proof of status annually *Jeffco must submit proof of residence				
Anticipated # of Teams: _____ Anticipated # of Participants: _____ Anticipated # of Spectators: _____				

<u>Payment:</u>			
Card # _____	Exp. Date: _____	CVV _____	Cardholder Signature: _____
*Payments made by check must be dropped off or mailed to the Gold Crown Field House @ 150 S. Harlan St. Lakewood CO 80226			

Facility Information: Field House

- The Gold Crown Field House contains six Basketball Courts or eight Volleyball Courts, and an Education Center with 2 classrooms.
- Reservations for basketball practice on Courts 1, 2, 5, and 6 have six hoops available, Courts 3 and 4 provide two hoops.
- Reservations for basketball games provide two hoops, two team benches, and a score table for use of the wall mounted score board on each court.
- Reservations for volleyball practice provide use of the net system with padding. Courts 1, 2, 3, 6, 7, and 8 include floor systems with padding. Courts 4 and 5 include use of the ceiling mounted net system.
- Reservations for volleyball games provide poles, official’s stand, and padding, two team benches and a score table for use of the wall mounted score board, or use of a tabletop score system.
- The Concession Stand is open when sufficient volume is expected. Speak to the Field House Director regarding special services for your event.

Gold Crown Foundation Field House Release and Indemnity

The person completing this form and/or the organization for whom this form is completed, herein called “Applicant”, shall strictly comply with all Federal, State and local statutes, laws, rules and regulations and all of the rules and regulations of the Gold Crown Foundation applicable to the use of the Gold Crown Field House and shall insure that all persons attending the event comply therewith.

The Gold Crown Foundation makes no warranty or representation of any kind, including the suitability of the Gold Crown Field House and the condition or habitability of said facility for Applicant’s desired use. By the Applicant’s signature hereto, the Applicant accepts the facility as is and acknowledges that the same is satisfactory without any warranty or representation by the Gold Crown Foundation.

The Applicant, for itself, its heirs, successors and assigns and participants, hereby waives any claim against the Gold Crown Foundation, its Directors, officers, employees and agents, and their successors and assigns, herein called the “Released Parties”, for any matter whatsoever arising out of or in connection with the use by the Applicant of the Gold Crown Field House, and specifically releases and discharges the Released Parties, from any claim, cause of action or demand of any sort or nature in connection with the use or condition of the Gold Crown Field House.

The Applicant agrees to hold the Released Parties harmless and to indemnify the Released Parties, against any and all claims, causes of action or demands of any sort or nature by any person, party or entity arising out of or in connection with the use of the Gold Crown Field House by the Applicant, its members, participants or attendees, including but not limited to any claim, cause of action or demand based on any act or failure to act of the Released Parties, or the condition of the Gold Crown Field House and its property. Said indemnification shall include and not be limited to any and all costs incurred by the Released Parties, as a result of any claim, cause of action or demand, including the Released Parties attorney’s fees. The Released Parties will not be held liable for any injuries to participants or spectators, damage to Applicant’s equipment or supplies or loss of any of Applicant’s personal property. The Applicant assumes all responsibility for use.

The Applicant shall, immediately and on demand, reimburse the Gold Crown Foundation for any and all costs incurred by the Gold Crown Foundation as a result of any damage to the Gold Crown Field House or their property, buildings, structures or equipment located therein resulting from Applicant’s use. In the event that the Gold Crown Foundation should be required to engage the services of legal counsel to enforce any of this agreement, the Applicant shall, in addition to any other obligations owed by the Applicant to the Gold Crown Foundation, reimburse the Gold Crown Foundation for all costs incurred in connection therewith, including attorney’s fees.

Reservation & Payment Policies: Field House

- A minimum reservation of one hour is required. After the first hour, space may be reserved in ½ hour increments.
- Groups must reserve the facility from “doors open” through “doors locked”. An event set-up fee may be assigned to events requiring extensive set-up.
- For exclusive use of the facility, groups may be required to reserve all courts and auxiliary space.
- Full payment will be required one month prior to the scheduled event. 75% of total payment is due 3 months prior to the event. 50% is due 6 months prior. 25% is due at the time the facility is booked.
- Cancelled events or release of reserved space requires full payment of agreed reservation.
- Any exceptions to the fee or payment schedule must be approved by the Gold Crown Foundation in writing, in advance.

Use Restrictions and Applicant’s Responsibilities for the Gold Crown Field House

- Applicant must provide the Gold Crown Foundation a \$1 million certificate of liability insurance for all participants and spectators prior to any usage.
- Use of space is limited specifically to those areas identified on the permit. Groups will be billed for use of any space not included in the reservation.
- Gold Crown reserves the right to schedule other activities in parts of the building not included in this group’s reservation.
- Adequate adult supervision is required for all activities. Gold Crown reserves the right to terminate the activities, without refund, of any unsupervised group. Facility may remain closed, and participants and spectators may be denied access, until appropriate supervision is on-site.
- Organizations may not charge or collect any admission fees, either prior to or at the time of the event, for any events held at the Gold Crown Field House.
- Organizations may not establish any type of concession sales, or contract out for concession sales, for the purpose of dispensing merchandise, foods, candies, soft drinks, etc. Organizations may not authorize vendors, whether to solicit or distribute information, goods, or services.
- Organizations may not bring any signs or banners into the Gold Crown Field House for commercial advertising, sponsorship, or promotion. Organizations may not use the name or trademarks of the Gold Crown Foundation or the Gold Crown Field House in promoting any event or activity.
- This agreement covers use only by the Applicant and no other group. There is no authority granted or implied in the agreement which allows the Applicant to permit other groups access or charge a fee (sublet) to other groups for access to the Gold Crown Field House during the Applicant’s approved usage time.
- Applicant must provide its own insurance, naming the Gold Crown Foundation as additional insured, for \$1 million for all participants and spectators prior to any usage. Proof of insurance must be obtained and secured at the time of processing the request.
- Applicant will be responsible for any damage, resulting from negligence or misuse by any participant or spectator, to any part of the Gold Crown Field House and its adjacent property, or any part of Coca-Cola All Star Park.
- All Gold Crown trademarks, logos, and brands are the sole property of The Gold Crown Foundation. Use of any Gold Crown trademark, logo, or brand is strictly prohibited unless express written permission and approval of use is first obtained.
- The Gold Crown Field House must be left in a clean and orderly condition. The Applicant will be billed if an excessive amount of cleanup is required.
- Applicant agrees to pay all rental charges, according to the current fee schedule. Delinquent payments may result in cancellation, without refund.
- Applicant is responsible for the conduct and control of participants and spectators, and ensuring that all spectators remain in the bleacher areas.
- For all games, camps, and clinics, applicant must provide supervisory personnel, available to respond to all program situations and incidents that arise. Failure to have a responsible person on-site will result in cancellation of the event, without refund.
- Applicant personally ensures the payment of all fees associated with rental, as outlined in the Reservation Permit. Uncollected payments will be turned over to a Collections Agency, and Applicant agrees to pay all fees associated with the Collections process, including and not limited to Collections Agency fees and court costs. On all accounts 60 days past due, interest will accrue at a rate of 30% per 30 day period.

**THE GOLD CROWN FIELD HOUSE IS A SMOKE-FREE, DRUG-FREE, WEAPON-FREE FACILITY.
This agreement is valid for all reservations made during any 12 month period.**

Applicant’s Signature: _____

Date: _____

Permit #: _____

