



# CITY OF HARTFORD

DEPARTMENT OF PUBLIC WORKS  
OFFICE OF THE DIRECTOR  
50 Jennings Road, Hartford, CT 06120  
Telephone (860) 757-9900 / Fax (860) 722-8319  
www.hartford.gov



Hon. Luke Bronin, Mayor  
Marilynn Cruz-Aponte, Director of Public Works

## FIELD USE APPLICATION 2016

\*\*\*EFFECTIVE 2016, MONEY ORDERS OR CASHIER'S CHECK ONLY\*\*\*

Applicant/Organization \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Primary Contact \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Field/Facility Requested \_\_\_\_\_ Time Start \_\_\_\_\_ Time End \_\_\_\_\_

Dates to be used \_\_\_\_\_ Expected Attendance \_\_\_\_\_

Attach a separate sheet for rentals for long term field use with dates, times, fields/facilities requested. (i.e. leagues).

It is understood that the use of the fields/facilities by the applicant is subject to any and all of the conditions listed in the Athletic Field Use Policy.

Applicant Name (please print) \_\_\_\_\_

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

Date \_\_\_\_\_

### Office Use Only:

Field Use Policy \_\_\_\_\_

Application \_\_\_\_\_

Insurance \_\_\_\_\_

Ck# \_\_\_\_\_ Date \_\_\_\_\_

Batch # \_\_\_\_\_

Fee	Amount	Paid/Received
Deposit		
Rental		
Lights		
Parks		
Police		
Other		
<b>Total</b>		

This agreement between the City of Hartford Department of Public Works and

---

is effective from \_\_\_\_\_ to \_\_\_\_\_

**User Group Responsibilities:**

1. Agree to abide by the Athletic Field Use Policy.
2. Provide on-sight supervision during all practices, games, meets and special events. Site supervisor will enforce all park rules and take all necessary action to cease inappropriate behaviors that may be displayed by any team member, visitor, or coach.
3. Contact the Parks Superintendent immediately (within 24 hours) in the event of any serious injury, mishap, or inappropriate behavior. Please call (860) 757-4951.
4. Contact the Parks Superintendent with any maintenance issues or aspects of the facility or field that could be considered harmful to users.
5. Provide the City of Hartford with a current copy of at least \$1,000,000 general liability insurance policy, naming the City of Hartford as an additional insured. A copy of this certificate must be on file with the Department of Public Works before a group may have access to any field. For sport groups, proof of player/participant accident insurance in the amount of at least \$25,000 must also be provided.
6. Keep the facility clean. All equipment will be returned to its designated area, and at no time will equipment be left on the playing areas.
7. All areas shall be free from litter before leaving the facility.
8. In the case of inclement weather, the user will call (860) 757-4951 for cancellation information.

**City of Hartford Responsibilities:**

1. The City of Hartford will provide access to the facility/field described in this agreement and will maintain said fields in generally good, playable condition.
2. The City will notify the group contact person at least 24 hours prior to any facility/field closing for maintenance or other purpose unless weather conditions or emergency situations force an unforeseen closure.

**Liability Release Form:**

As a representative of the group listed above, the group recognizes that there are risks of injury involved in participating in recreational activities. Therefore, the group does hereby release the City of Hartford and its employees and agents from all liability with respect to an injury received by a member within the group listed above arising from such activities. The organization supervisor, president, or person whose signature appears on the request form assumes full responsibility for following the City of Hartford Athletic Field Use Policy. By signing this form, I agree that the rental payment will be made on time or field reservation will be revoked.

---

Organization	Contact Person, Title	Signature	Date
--------------	-----------------------	-----------	------

---

Parks Superintendent	Signature	Date
----------------------	-----------	------





**City of Hartford  
Department of Public Works  
Athletic / Sports Team Roster**

Name of League: \_\_\_\_\_ Year Registered: \_\_\_\_\_

Name of Team: \_\_\_\_\_

Name of Person Responsible / Program Manager \_\_\_\_\_

Type of Sports Activity: \_\_\_\_\_

Dates of League (season): From: \_\_\_\_\_ To: \_\_\_\_\_

Age Group: Youth 18 and under \_\_\_\_\_ Adult over 18 \_\_\_\_\_ Men \_\_\_\_\_ Women \_\_\_\_\_

List Team Members (First, Middle, Last)	Members Address (Street & City)	Member Signature
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

# HOLD HARMLESS AGREEMENT

This Hold Harmless Agreement must be completed and signed by each individual participating on a team utilizing a City Park, (the "Premises") for an athletic event.

PLEASE PRINT:

Participant, \_\_\_\_\_, hereby agrees that it shall, at all times, defend, and indemnify, protect and save harmless the City of Hartford and its officers, agents, and employees from and against any and all liabilities, actions, claims, damages, losses, judgments, cost and expenses (including but not limited to attorneys' fees) arising out of injuries to any person, party or entity, that may arise as a result of any occurrence, negligence or otherwise during the Applicant's use of the Premises.

\_\_\_\_\_  
Signature of participant

\_\_\_\_\_  
Date

This Agreement must be received at least ten (10) days prior to the date the use of the Premises.

## CITY OF HARTFORD FIELD FEE DESCRIPTION & ADDRESS FORM

(For definition of priorities, please see Athletic Field Policy pg. 1)

### CAL RIPKEN TURF FIELDS

- First Priority - Exempt
- Second Priority - \$50 / four hr. window and \$25 / each addtl. hr.
- Third Priority - \$500 / four hr. window and \$200 / each addtl. hr.

These fields include:

- Annie Fisher Turf Field --- 280 Plainfield St.
- Quirk West Turf Field --- 281 Albany Ave.
- Hyland Park Turf Field --- 391 New Britain Ave.

---

### ALL OTHER GRASS FIELDS

- First Priority - Exempt
- Second Priority - \$25 / four hr. window and \$25 / each addtl. hr.
- Third Priority - \$300 / four hr. window and \$100 / each addtl. hr.

These fields include:

- Bushnell Park --- **Not available for reservation**
- Colt Park --- 106 Wethersfield Ave.
- Columbus Park --- 694 Franklin Ave.
- Cronin Park --- 500 Granby St.
- Elizabeth Park --- 1555 Asylum Ave.
- Goodwin Park --- 1012 Maple Ave.
- Hyland Park --- 391 New Britain Ave.
- Keney Park/Vine St. --- 337 Vine St.
- Keney Park/Waverly St. --- 75 Waverly St.
- Keney Park/Barbour St. --- 280 Tower Ave.
- Lozada Park --- 72 Seyms St.
- Pope Park --- 321 Park Terrace
- Rocky Ridge Park --- 130 Zion St.

## **Baseball**

- Colt Park
- Goodwin Park
- Pope Park

## **Softball**

- Colt Park
- Elizabeth Park
- Rocky Ridge Park

## **Cricket**

- Keney Park

## **Football**

- Colt Park
- Rocky Ridge Park

## **Artificial Turf Fields**

- Annie Fisher Turf Field
- Quirk West Turf Field
- Hyland Park Turf Field

## **Little League**

- Columbus Park
- Elizabeth Park
- Hyland Park
- Keney Park

## **Soccer**

- Colt Park
- Columbus Park
- Cronin Park
- Goodwin Park
- Pope Park

## **T-Ball**

- Hyland Park
- Keney Park
- Lozada Park
- Pope Park

## **Vintage Baseball**

- Colt Park