



# Field Rental Reservation Form

## Practice Permits

Ferguson Parks & Recreation | 1050 Smith Ave. Ferguson, MO  
 (314) 521-5661 | www.fergusoncity.com

### I. GENERAL INFORMATION

<b>NAME OF PERSON RESPONSIBLE:</b>	
<b>ORGANIZATION NAME:</b>	
If organization, how many teams?	
<b>STREET ADDRESS:</b>	
<b>CITY, STATE, &amp; ZIP CODE</b>	
<b>PHONE #:</b>	
<b>E-MAIL:</b>	

### II. RESERVATION INFORMATION

<b>FIELD/COURTS REQUESTED</b>	<input type="checkbox"/> Field #1 <input type="checkbox"/> Field #2 <input type="checkbox"/> Field #3 <input type="checkbox"/> Field #4 <input type="checkbox"/> Multipurpose Field #1 <input type="checkbox"/> Multipurpose Field #2 <input type="checkbox"/> Multipurpose Field #3 <input type="checkbox"/> Tennis Courts
What activity is this permit being used for?	
<b>Day(s)</b>	
<b>Date(s)</b> <i>(If weekly, put the months requested)</i>	
<b>Time(s)</b>	_____ to _____

**I understand:**

\_\_\_As the organizer and permit holder, I am responsible for being present for the entire duration of facility use and failure to be present will void permit.

\_\_\_As the organizer and permit holder, I am responsible for all policies state on the Field Rental Reservation Policy and Information Form.

\_\_\_Applicant is responsible for picking up all trash and returning field, parking lot, and any used areas to their original condition.

*Applicant is responsible for adherence to all regulations governing the use of the Park facilities. No liability either express or implied, will be incurred by City of Ferguson, its agents, servants, and employees, arising out of the use of the premises by the person in charge (listed above), its agents, servants, employees, successors, invitees and licensees, during the date and time specified above. Person in charge agrees to indemnify and hold harmless the City, its agents, servants, employees, from and against any and all liability for damages arising from injuries to persons or damage to property occasioned by any acts or omissions of (other party) its agents, servants or employees, including any and all expense, legal or otherwise, which may be incurred by City or its agents, servants or employees, in defense of any claim, action or suit, irrespective of any claim that an act, omission or negligence of the City or its agents, servants or employees contributed to such injury or damage. The applicant agrees to furnish such liability or other insurance for the protection of the public and the City as the City may require. The applicant agrees to reimburse the City of Ferguson for any damage to park property occasioned by, or growing out of the use herein requested. The reservation as detailed above is considered in force upon receipt of the applicable processing fee along with issuance and validation of permit.*

I, the undersigned, certify that I have read and understand all of the above:

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



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### POLICIES

Reservation Requests for 2023 begin March 6, 2023. Field Practice Permits will be issued beginning after April 15, 2023.

Reservation Requests must be made 2 weeks in advance. Permits will not be issued if requested less than 2 weeks in advance.

Payment is due 2 weeks prior to your reserved rental date. We accept cash, card, or check. If payment is not made 2 weeks prior to your rental date, your practice permit will be revoked. You can now pay online! Visit [register.fergrec.com](http://register.fergrec.com) to access your account and make payments.

Prices listed are for Practice Permits Only. Practice Permits are issued only to teams that wish to facilitate team practices. If a team or organization is seeking field usage for a game, tournament, or event you must fill out a Game/Tournament/Event Permit Application.

All trash must be placed in trash cans. All park rules and city ordinances must be followed or permits may be revoked.

Permit holders are responsible for the behavior of all players and spectators or permits may be revoked.

Ferguson Parks & Recreation reserves the right to cancel scheduled practices due to weather, field conditions or an emergency that would deem the facility unsafe/unplayable.

If a rental decides to cancel due to inclement weather, the renter has 48 hours to contact the Recreation Supervisor, Ryan Motts, via phone or email to notify her that they were not able to practice. At this time, the payment will be credited toward the next practice date that needs payment. If there are no dates that need payment, a refund will be issued. If a rental does not notify the Recreation Specialist within 48 hours of the canceled practice, they will forfeit that payment.

The restrooms located at the back of the park will be closed for 2023.

### INFORMATION

All changes and payments must go through Recreation Supervisor, Ryan Motts. Any changes or payments to your reservations can be made in person or by phone after the initial reservation.

**Night of Reservation:** If you have any issues with your reservation during your scheduled rental. Please contact the Ferguson Community Center, (314) 521-4661. They will get in contact with a supervisor to assist with the situation. If it is an emergency, please dial 911 and the operator will be able to assist you.

**Ryan Motts**  
**Recreation Supervisor**  
(314) 521 – 4669  
[rmotts@fergusoncity.com](mailto:rmotts@fergusoncity.com)