



Forestwood Sports Complex 2025

Game/Tournament/Event Permit Application

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

This application form is to request a field or court at Forestwood Sports Complex to be used for a game, tournament, event, or anything greater than a team practice. On top of the regular hourly field/court rental rates, an additional **\$25/Field per Day Preparation Fee** will be required.

I. GENERAL INFORMATION

NAME OF PERSON RESPONSIBLE:	
ORGANIZATION NAME:	
Is this a 501(c)3 organization?	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>(If yes, please attach Federal Tax Letter)</i>
STREET ADDRESS:	
CITY, STATE, & ZIP CODE	
PHONE #:	
E-MAIL:	

II. EVENT INFORMATION

EVENT TITLE/NAME:	
BRIEF DESCRIPTION OF EVENT:	
EVENT DATE(S):	
EVENT HOURS(S):	
EVENT SET-UP START TIME:	
EVENT CLEAN-UP END TIME:	
ESTIMATED ATTENDANCE:	

III. ADDITIONAL INFORMATION

Will there be electronically amplified music/sound?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will there be temporary signage, balloons, banners, or advertising put up?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If yes, please describe:</i>	
Will merchandise or other goods be sold?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will donations be solicited?	<input type="checkbox"/> Yes <input type="checkbox"/> No



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Will food be sold or given away?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will this event be advertised to the public?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If yes, how will it be advertised (flyers, social media, web site)? Please attach any sample flyers to your application.</i>	

IV. PARK INFORMATION

FIELD/COURTS REQUESTED	<input type="checkbox"/> Tennis Courts <input type="checkbox"/> Multipurpose Field #1 <input type="checkbox"/> Multipurpose Field #2 <input type="checkbox"/> Multipurpose Field #3 <input type="checkbox"/> Multipurpose Field #4
Will you need field/court lights?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will you need the Forestwood Pavilion?	<input type="checkbox"/> Yes <input type="checkbox"/> No

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 guests adherence to all regulations governing the use of park facilities.

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:** _____

Please return completed and signed application via email, mail, or in person to Recreation Manager, Trenton Roebke, no later than **14 days** prior to the event.

Email: troebke@fergusoncity.com

In Person/Mail: Ferguson Community Center
1050 Smith Ave. Ferguson, MO 63135