

RICHLAND COUNTY RECREATION COMMISSION – ATHLETIC DEPARTMENT

7473 Parklane Road

Columbia, SC 29223

ATHLETIC FIELD USAGE CONTRACT

NAME OF ORGANIZATION/RESPONSIBLE PARTY		PURPOSE OF USE	
ADDRESS	CITY	STATE	ZIPCODE
HOME/CELL PHONE	WORK PHONE	EMAIL ADDRESS	
FACILITY /FIELD /FIELD # (IE: POLO ROAD BASEBALL FIELD #7)	HOURS	MAINT. FEE	TOTAL CHARGES

Field/Facility Type	Richland County Resident Fee	Non Richland County Resident Fee
Soccer/Football	\$25.00 per hour	\$30.00 per hour
Baseball/Softball	\$20.00 per hour	\$24.00 per hour
Athletic Maintenance Fee	\$50.00 per field	\$60.00 per field
Tennis Courts	\$3.00 per hour	\$3.00 per hour
Picnic Shelters (Medium)	\$15.00 per hour	\$18.00 per hour
Picnic Shelters (Large)	\$25.00 per hour	\$30.00 per hour

Prior to receiving a binding leasing contract, the listed responsible party must comply with and provide all of the following information to the Richland County Recreation Commission’s Athletic Department. All required information must be submitted before contracts are considered binding.

- Proof of current 501c3 (For those requesting the non-profit rental rate)
- Certificate of insurance, \$1,000,000 per occurrence (must include RCRC as additional insured) for any added activity equipment. (IE Bounce Houses, Water Slides etc.)

It is further understood that the Richland County Recreation Commission is not a co-sponsor with organizations or individuals contracting for use of recreation facilities. Neither RCRC nor its staff will be liable for any injury of any kind, sustained by any participant, spectator, or any other individual by reason of negligence of your organization or any other third party. It is further understood that your organization will indemnify and hold harmless the Recreation Commission and its staff from and against any and all liability, damage, loss, cost or expense (including without limitation, attorney’s fee and disbursements, and any damage or charge imposed for the violation of any law or ordinance) arising out of or in connection with your organization’s usage of RCRC facilities. This lease can be voided by the Richland County Recreation Commission if all community league handbook procedures and/or athletic league policies and guidelines are not adhered to at all times. Clean-up is required.

Lessee	Date: _____
Director of Recreation	Date: _____
Division Head Facility Operations	Date: _____

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Facility/Field

Usage Dates (Start – End)

Days	Times (IE 5:30 – 9:30)	RCRC Exclusions Dates & Times
Monday _____	_____	_____
Tuesday _____	_____	_____
Wednesday _____	_____	_____
Thursday _____	_____	_____
Friday _____	_____	_____
Saturday _____	_____	_____
Sunday _____	_____	_____

Facility/Field

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