



**PARKS AND RECREATION OF TOPEKA**  
**620 SE MADISON, 1<sup>ST</sup> FLOOR**  
**TOPEKA, KS 66607-1118**  
**Phone (785) 368-3838 Fax (785) 368-3980**



## 2009 BALL DIAMOND RESERVATION FORM

TEAM NAME OR NAME OF ORGANIZATION SPONSORING TOURNAMENT: \_\_\_\_\_

Name Of Requestee & Responsible Party: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #s: (W) \_\_\_\_\_ (H) \_\_\_\_\_ (C) \_\_\_\_\_

DIAMOND(S) REQUESTED: 

Felker #1 <input type="checkbox"/>	#2 <input type="checkbox"/>	#3 <input type="checkbox"/>	#4 <input type="checkbox"/>	Rueger #1 <input type="checkbox"/>	#2 <input type="checkbox"/>	#3 <input type="checkbox"/>	#4 <input type="checkbox"/>	Crestview <input type="checkbox"/>
Gage #1 <input type="checkbox"/>	#6 <input type="checkbox"/>	Oakland/Billard #1 <input type="checkbox"/>	#2 <input type="checkbox"/>	Santa Fe #1 <input type="checkbox"/>	#2 <input type="checkbox"/>	Major Palm <input type="checkbox"/>		

Date(s) Of Request: \_\_\_\_\_ Time(s): \_\_\_\_\_

Tournament Cost Per Team: \$ \_\_\_\_\_ Will concessions be sold? \_\_\_\_\_

Reason For Request: \_\_\_\_\_

Types of teams desired (i.e., Men's, Open, Women's, Youth, Company) \_\_\_\_\_

Deposit and reservation fee must be paid at the time a diamond is reserved. Deposit and reservation fee must be paid in cash, personal or business check, money order, Visa or MasterCard.

All reservations are subject to cancellation by Parks and Recreation of Topeka. Diamonds are available during park hours, 6:00 a.m. – 11:00 p.m.

\_\_\_\_\_  
Signature of Tournament Director and/or Responsible Party \_\_\_\_\_ Date

\_\_\_\_\_  
Signature of Parks and Recreation Athletics Staff \_\_\_\_\_ Date

Reservation Fee Paid \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Code: 1-64-001-44

All other Diamonds

Rueger

Cost per Diamond	Fee	City Resident	Fee	City Resident
Per Hour	\$31.25	\$25	Not available	Not Available
Per Day	\$93.75	\$75	\$105	\$85
Per Weekend	\$187.50	\$150	\$210	\$170

Deposit Fee Paid \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Code: 1-62-001-41

Security Deposit Fee is \$50

*If a reservation is canceled due to any reason other than inclement weather, a \$5 administrative fee per cancellation will be subtracted from any refund issued.*

### OFFICE USE ONLY

	CHECK OUT	DATE		CHECK IN	DATE
Bases					
Liner					
Drag					

Chalk Used:

# of Bags \_\_\_\_\_  
 \$ per Bag x \$4.00  
 Deduct from Deposit = \$ \_\_\_\_\_

Additional Comments: \_\_\_\_\_

Deposit Refund: payable to \_\_\_\_\_ amount \$ \_\_\_\_\_

# AGREEMENT

**THIS AGREEMENT** made and entered into the \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_ between the City of Topeka, Kansas, hereinafter referred to as “City” and

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Name, address and zip code of Tournament Director)

hereinafter referred to as “Tournament Director”.

**WHEREAS**, Tournament Director has requested permission to rent City’s

\_\_\_\_\_ softball field(s) for a tournament on  
\_\_\_\_\_  
(Name of Softball Field(s))

\_\_\_\_\_, 20\_\_\_\_\_.  
\_\_\_\_\_  
(Date(s))

**WHEREAS**, the City agrees to permit the Tournament Director to hold said tournament, subject to the terms and conditions of this agreement.

WITNESSETH:

**NOW, THEREFORE, IT IS AGREED** by and between the parties hereto as follows:

1. That the City shall grant Tournament Director permission to hold tournament at City’s \_\_\_\_\_ softball field(s).  
(Name of Softball Field(s))
2. That, in consideration of the City’s agreement to permit said tournament, Tournament Director, for himself and for his agents, assigns, sponsors and any who use the softball field(s) or participate in the tournament pursuant to this agreement, hereby agrees to save, exculpate, indemnify, defend in court, including attorneys’ fees, and hold the City, its agents, employees and assigns harmless for any and all liability, claims and damages attributed to the City, its agents, employees and assigns which may arise as a result of the use of the softball field(s) pursuant to this agreement.
3. That said tournament shall be subject to all other requirements and restrictions of the statutes of the United States, the State of Kansas and with the ordinances of the City of Topeka, including, but not limited to, City ordinances concerning volume of music.
4. That neither the Tournament Director, nor any of his agents, assigns, sponsors, nor the participants of the tournament shall supplement nor alter the softball field(s) or its surroundings, nor place any additional obstacles on the softball field(s).
5. All music played during such tournament shall be appropriate for all age groups and shall not include selections that contain profanity nor sexual connotations.

CITY OF TOPEKA, KANSAS

\_\_\_\_\_  
Director’s Signature  
Parks and Recreation of Topeka

\_\_\_\_\_  
Tournament Director’s Signature

(10/20/2008)