



## **Watertown Parks & Recreation Department**

514 S. First Street / Watertown, WI 53094

920-262-8080 office / 920-262-8087 fax

### **2023 Facility Use Policy**

<b>League Name</b>	
<b>League Contact</b>	
<b>League Contact Phone #</b>	
<b>League Contact Email</b>	
<b>League Dates &amp; Times</b>	

#### **Services**

The department will provide a clean and prepared facility including restrooms and refuse containers. Fields will be prepared and marked by the department's staff on the weekdays only. The department will remove bagged refuse and recyclables from the premises daily. The department will also provide additional trash can liners, paper towels and toilet paper that the tournament sponsor will replace, on an as needed basis.

#### **Scheduling**

Programs and events sponsored by the Watertown Parks and Recreation Department will have priority when scheduling programs and events. Other tournaments and events may be scheduled starting in September for the upcoming year according to the following criteria:

1. Event sponsors in good standing will have an opportunity to schedule on the same dates they used the previous year.
2. New event sponsors deemed to be appropriate for the use of these facilities by the department's administration.
3. **Hours of Use:** Park hours are 5 am to 11 pm. Games should not be scheduled prior to 8 am.

#### **Facilities Available:**

##### **Grinwald Park:**

1. Two full-size soccer fields
2. WPR will provide one porto-potty. An additional porto will be \$115/month.

## **Liability**

The City of Watertown and its agents are not liable for injuries or damages occurring at these facilities during events that are sponsored by outside agencies. The event sponsor is liable for injuries and damages to these facilities occurring during these events. Event sponsors will be billed by the Watertown Parks and Recreation Department.

### **AGREEMENT**

I, as a representative of the event sponsor, have read the preceding information and agree to abide by the policies and procedures as set forth by the Watertown Parks and Recreation Department.

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Event Sponsor Representative Signature

Approved by agent of the Watertown Parks and Recreation Department.

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Signature

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Date