



Town of Pittsboro  
 80 N Meridian St.  
 PO Box 185  
 Pittsboro, IN 46167

## BALL DIAMOND RENTAL AGREEMENT

<b>Today's Date</b>	
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<b>Rental Dates &amp; Times:</b>
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Type of Activity		Estimated Attendance	
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RENTERS INFORMATION	
<b>Organization / Individual Name</b>	
<b>Address</b>	
<b>City/State/Zip</b>	
<b>1<sup>st</sup> Contact Name</b>	
<b>1<sup>st</sup> Contact Name Email</b>	
<b>1<sup>st</sup> Contact Name Cell</b>	
<b>2<sup>nd</sup> Contact Name</b>	
<b>2<sup>nd</sup> Contact Name Cell</b>	
<b>2<sup>nd</sup> Contact Name Email</b>	
<b>Is Renter Insured (athletics)</b>	
<b>Insurance Company Name</b>	
<b>Policy #</b>	

**Diamond Number Requested**

- \_\_\_ Diamond 1
- \_\_\_ Diamond 2
- \_\_\_ Diamond 3
- \_\_\_ Diamond 4
- \_\_\_ Diamond 5
- \_\_\_ Diamond 6

## 1) Session Reservations

Session 1-5-6:30 pm

Session 2-6:45-8:45 pm\*\*

Saturdays and Sundays-request desired times

\*\*Please note it is up to you to be aware of daylight/sunset times when making reservations.

Reservations will not be cancelled with no penalty due to available daylight hours.

Session Fee-\$25 per session Monday-Friday, Saturdays/Sundays \$25 for two-hour slots

## 2) Reservation Policy

\*All reserved sessions will be charged for if cancelled 30 days or less

\*Sessions reserved greater than 30 days out will receive a refund of 50% of reservation fee if cancelled

\*Weather credits for wet fields will only be given upon request by rental team, via email, to [rmiller9181999@yahoo.com](mailto:rmiller9181999@yahoo.com)

\*You will be billed for reserved sessions at the end of the month via email address provided. Please make checks payable to Town of Pittsboro and indicate diamond rental in the notes

\*You may not use the diamonds until we have both this rental agreement and a current proof of insurance for the team

## 3) Renter Expectations

\*The Pittsboro Parks shed can be accessed via padlock, code provided upon rental. Please rake positional areas after practices, replace tarps if any, and pick up any trash in the dugouts or on the diamonds.

\*Do not put any zip ties, duct tape, etc. on the fencing

\*Please be prompt in exiting at the agreed upon time so the next team has ample time to set up

\*Alert parks staff of any safety issues or field condition concerns as quickly as possible

\*Please make reservations and pay for team practices rather than just using them on the side. Without the revenues, we cannot continue to maintain the diamonds at the level you expect to see.

*Please return this completed agreement and a copy of the proof of insurance to: [rmiller9181999@yahoo.com](mailto:rmiller9181999@yahoo.com)*

I agree to the terms and conditions of this agreement.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_