



Town of Pittsboro
 80 N Meridian St.
 PO Box 185
 Pittsboro, IN 46167
pittsboroPNR@gmail.com
 317-430-3175

RENTAL AGREEMENT

Today's Date	
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Rental Dates & Times:

Type of Activity		Estimated Attendance	
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RENTERS INFORMATION

Organization / Individual Name	
Address	
City/State/Zip	
1st Contact Name	
1st Contact Name Email	
1st Contact Name Cell	
2nd Contact Name	
2nd Contact Name Cell	
2nd Contact Name Email	
Is Renter Insured (athletics)	
Insurance Company Name	
Policy #	

**** Diamond Number Requested ****

	April 1st thru June 30th Diamond 1 _____ July 1st thru October 31st Diamond 1 _____ Diamond 4 _____ Diamond 5 _____

1) Session Reservations

Session 1-5-6:30 pm
Session 2-6:45-8:45 pm
Saturdays and Sundays-request desired times

Session Fee - \$ 35 per session Monday-Friday, Saturdays/Sundays \$35 for two-hour sessions.

2) Reservation Policy

- *All reserved sessions will be charged 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 pittsboroPNR@gmail.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 6167. 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: pittsboroPNR@gmail.com

I agree to the terms and conditions of this agreement.

Signature: _____

Printed Name: _____

Date: _____