

## **DOUBLEDAY FIELD GAME APPLICATION - 2015**

### **ALL APPLICATIONS MUST BE MAILED**

This application is for **baseball/softball teams or groups** to play on Doubleday Field.

Team ID #: *This number will be assigned by the Village Office upon receipt of your application. It will be provided to you with your game confirmation and will remain the same for your duration as an interested renter of the field. Once you receive this number we ask that you include it on all future correspondences.*

Organization:  
Contact Person:  
Address:

Please indicate by circling or highlighting the best contact for the above named contact person to be used during regular business hours (8 AM – 4 PM EST).

Home Phone:

Work Phone:

Cell Phone:

E-mail:

**Please read the entire application. Questions may be directed to Jennifer Truax at [vocclerk@stny.rr.com](mailto:vocclerk@stny.rr.com) or 607-547-2411. By signing this application you agree to all of the terms and conditions of field rental.**

- Any violation of the terms set forth in this contract will result in immediate expulsion from Doubleday Field and possible cancelation of future use. In this event no refund will be given.
- Only baseball/softball teams or groups may use this application to schedule a game. Team practices, modified games, and other events are considered but require special approval from the Doubleday Field Committee and Village of Cooperstown Board of Trustees. Please contact the Clerk's office for more details on how to request a special use.
- The entire application must be returned. This application serves as a legal document and therefore must remain whole. In addition, there is pertinent information on both the first and last pages of the application.
- All information is kept strictly confidential and is not shared with any person(s) or organization(s). We respect your privacy. This includes providing information to teams seeking opponents.
- Field Availability:
  - Doubleday Field is available for rental from mid-April thorough Columbus Day weekend. We generally offer 3 games per day at 10 AM, 1:30 PM, & 5 PM. Each time slot is reserved for a single game (7 or 9 innings) not to exceed the 3 hours.
  - Game/time slots reserved by an applicant are for the use of the teams represented on the application. The applicant may not sublet a time slot.

- Tournaments:
  - Tournaments are defined as teams playing at least six games on consecutive days. No tournament may secure the field for more than five consecutive days.
  - Tournaments playing seven inning games may schedule four games per day where games will be played back to back.
  - Organizations may request no more than five tournaments per season unless an exception is granted by the Board of Trustees.
  - A non-refundable deposit of five (5) percent of the total amount of all games requested must accompany all tournament applications.
  
- Individual Games:
  - Individual games are defined as teams playing less than six consecutive games.
  - A \$25 non-refundable application processing fee must accompany all individual game applications. This fee is not part of the field use fee.
  
- Scheduling:
  - Applications may be returned as soon as it is completed. Applications will be processed by the clerk's office in the order they are received.
  - Tournament applications are mailed on or around October 1 with preferred scheduling until November 15 and notification of acceptance in December.
  - Individual applications are mailed on or around November 15. Notification of acceptance begins on January 2.
  - Blank application will become available at [www.doubledayfield.com](http://www.doubledayfield.com) five days after the mailing of individual applications.
  - The Village of Cooperstown does not provide opponents, only field rental. Renters must arrange for their own opponent. Opponents do not need to supply a certificate of insurance or hold harmless agreement.
  - The Village of Cooperstown Board of Trustees in consultation with the Doubleday Field Committee reserve the right to cancel reservations for any reason, including but not limited to Acts of God, which may interrupt use of the field, with at least 30 days notice whenever possible.
  
- **All applications must be mailed.** No hand-delivery faxes or emails are permitted. Applications should be returned to Village of Cooperstown, Doubleday Field Scheduling, 22 Main Street, PO Box 346, Cooperstown, NY 13326.
  
- A Team ID number is issued to each person or organization that applies to use Doubleday Field or has their name placed on our mailing list. This number is assigned by the clerk's office and helps insure that payment and documents are credited to the appropriate team. Once assigned the number will not change unless there is a break of three or more years in your use of the field.
  
- Fees:
  - Single games (including doubleheaders)
    - \$25 non-refundable application fee paid when applying for a game
    - Regular Rate (Friday, Saturday, Sunday & Monday) \$500 per game
    - Mid-week (Tuesday, Wednesday & Thursday) & Post Labor Day \$400 per game
  - Tournament Games
    - 5% non-refundable deposit due with application
    - April through Labor Day \$550 per game
    - Post Labor Day Rate \$400 per game
  
- Payment:
  - Payment may only be made via check (U.S. banks only) or money order (U.S. bank or U.S./Canadian Postal Service) in U.S. funds payable to "Village of Cooperstown".
  - Non-refundable deposits and/or application fees must be received with the application.

- Field use fees for teams scheduled to play in April and May must be paid by April 1<sup>st</sup>. Teams scheduled to play from June through October must make payment by May 1<sup>st</sup>.
- Required Paperwork:
  - All renters are required to submit, at least 30 days prior to their game, to the Village of Cooperstown (which shall be listed as Additionally Insured), a Certificate of Insurance in the amounts of \$2,000,000 General Aggregate, \$1,000,000 Occurrence. There are no exceptions to the insurance requirement.
  - All renters are required to sign and submit to the Village of Cooperstown a Hold Harmless Agreement.
  - It is the responsibility of the applicant to complete and return all paperwork. The Village of Cooperstown is under no obligation to contact the applicant regarding incomplete paperwork. Failure to complete the required paperwork will result in cancellation without a refund.
  - In order to assure that payment and other requirements are placed with the correct team, please make sure your Team ID number is indicated on all paperwork including payment and certificate of insurance.
- Refunds:
  - Applicants who cancel a scheduled time slot with at least 30 days written notice will receive a refund of their field use fees for the canceled time slots.
  - Should the Village of Cooperstown find it necessary to cancel a game(s) a refund will be issued.
  - Refunds are processed once per month and generally are mailed the last week of the month following the cancellation.
- Field Rules:
  - Subletting of time slots is not permitted.
  - The rental of the field is reserved for teams who use a regulation sized field.
  - Only players and coaches are permitted on the field and in the dugouts. No parents, batboys, batgirls, scorekeepers or photographers are permitted on the field.
  - A minimum of nine players are required per team.
  - Players must be in uniform to take the field. Street clothes are not permitted.
  - The standard baselines of 90 feet will not be altered.
  - All persons from the offensive team must wear a helmet, including adult base coaches.
  - Only one person is permitted on deck, in the batting circle, all other offensive players must be in the dugout. Base coaches must remain in the coach's box.
  - Good sportsmanship is expected from all teams and coaches. Use of profanity, throwing of bats, helmets and other equipment, argumentative behavior towards field personnel or umpires or any other unsportsmanlike behavior is not permitted and may result in ejection from the field.
  - The renter is required to use, and pay the fees of certified umpires. The New York Susquehanna Baseball and Softball Association (NYSBSA) is one organization which provides these services locally. NYSBSA's contact person is Bob Hall. He can be reached at 315-858-1190. If you choose to bring your own certified umpires their certifications must be received and approved by the Village Office at least two weeks prior to the game date.
  - Village of Cooperstown property is "drug free." The use of any drugs, alcohol or tobacco products is prohibited.
  - Due to the residential nature of the surrounding community the use of amplified sound as well as the use of loud music is restricted. The use of the PA system at the field requires a permit and an additional \$100 fee. This permit allows the singing/playing of the National Anthem and the announcement of the starting lineup. Play by play and other uses of the PA system are prohibited.
  - In order to assist our staff in maintaining a clean, safe and sanitary environment sunflower seeds and glass containers are not permitted on the field or in the dugouts.
  - There is no concession stand at Doubleday Field and the selling of merchandise in the grandstand, on the field or in the parking areas are not permitted. We welcome players and spectators to bring in their own necessary refreshments and ask that they use the disposal containers provided.
  - The Doubleday Field manager determines cancellation due to weather, and other related field conditions.

## Field Use Request

Team ID #: \_\_\_\_\_ Organization/Applicant: \_\_\_\_\_

Name of Team: \_\_\_\_\_ Name of Opponent: \_\_\_\_\_

Age Level of Team Members: \_\_\_\_\_

We are requesting a (choose one): \_\_\_\_\_ Tournament \_\_\_\_\_ Individual games

Number of Games Requested: \_\_\_\_\_ Number of games per day (Tournaments only): \_\_\_\_\_

**In order of preference**, indicate the date and time of reservation request. Please be specific. Signify if multiple time slots during one day, or multiple dates in one week, are desired.

- |    |     |
|----|-----|
| 1. | 6.  |
| 2. | 7.  |
| 3. | 8.  |
| 4. | 9.  |
| 5. | 10. |

### Hold Harmless Agreement:

I (we) hereby indemnify the VILLAGE OF COOPERSTOWN against all loss, including costs and expenses, resulting from injury to person(s) or property(s) as a direct or indirect result of use of Doubleday Field in the VILLAGE OF COOPERSTOWN.

Team ID #: \_\_\_\_\_ Applicant's Name: \_\_\_\_\_

Team Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

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

### Rental Agreement:

I \_\_\_\_\_ have read and understand the requirements of this application. I understand that this application is not a guarantee for field rental and that I must comply with the Village of Cooperstown's field rental policy. I am aware that the field is not to be sublet, and any money due should be paid ONLY to the Village of Cooperstown. The applicants must be present for all games reserved in their name. I agree to adhere to all Village ordinances. My failure to follow Village rental policy will result in cancellation with no refund and no rental option in the future.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date