

# LAMAR SPORT ASSOCIATION

## Lamar Little League Facility Usage Policy

(Revised 03/31/2010)

### **Purpose:**

Establish the requirements, guidelines, limitations and restrictions regarding the use of playing fields, batting cages and other facilities at George Park under the control and direction of the Lamar Little League (“LLL”) Board of Directors (“Board”) and its agent, Lamar Sports Association (“LSA”) by Non-Lamar Little League teams, organizations or persons.

### **Definitions:**

**Authorized Team** – any Lamar Team or Non-Lamar entity approved by the LLL Board to use and enjoy the Lamar Little League facilities as so authorized and scheduled less any imposed restrictions.

**Lamar Little League Player (“LLL Player”)** – any child having played or been approved for play in the most recent spring Little League season conducted by Lamar Little League.

**Lamar Little League Entity (“Lamar Team”)** – any formal team comprised of players and active participants, excluding managers and coaches, a) that’s players are of age 12 & UNDER and the entire roster **MUST** consist of **100%** Lamar Little League Players, b) Rosters of Non-Lamar teams ages 13 & OVER (Junior level and above) **MUST** consist of at least **50%** Lamar Little League players.

**Non-Lamar Little League Entity (“Non-Lamar”)** – any formal or informal team, organization, group of persons or person, without limitation, comprised of players and active participants not otherwise recognized as LLL Players.

**Lamar Sports Association (“LSA”)** – a separate organization granted authority by the LLL Board to conduct tournaments and events for the benefit of LLL. The LSA is additionally tasked with the management of LLL facilities involving Non-Lamar entities and during such times when Lamar Little League is not conducting scheduled league play.

**Effective Period** – A team may be an Authorized Team for a period of up to one (1) year. The effective period shall extend from the end of the most recent regular Lamar Little League spring season sign-up period for the respective age group and shall expire one year thereafter. A team must resubmit an application to the LSA for new authorization each year.

### **Objective:**

Lamar Little League fully supports the advancement of baseball skills and knowledge by our area youth above and beyond sanctioned Little League play (including Junior, Senior and Big Divisions). Furthermore, LLL acknowledges that supplementary baseball opportunities are available through other leagues and sanctioning organizations that may conduct play during

periods when Little League is idle or play is at a minimum. To facilitate such player development LLL is willing to allow Non-Lamar entities to use its facilities provided that such use will benefit Lamar Little League either through financial remuneration, meaningful improvements to the LLL facilities, or indirectly benefit the Lamar Little League program by enhancing the skills of its current players.

The Lamar Little League Board is charged with the operations of Lamar Little League and its facilities. The Board, through the Lamar Sports Association, shall grant or deny, at its sole discretion, any Non-Lamar team request for facility use. Permission to use the facilities will only be granted under the condition that such use does not in any way compete directly against, supersede, conflict with or prove detrimental to Lamar Little League, its facilities or its players and further subject to the requirements and restrictions contained herein and as otherwise imposed by the LSA. Use privileges are subject to revocation at any time. The LSA Tournament Director is the single point of contact for all scheduling, collection of fees and conflict resolution.

### **General Requirements and Restrictions:**

1. Any team comprised of **100%** Lamar Little League players, excluding managers and coaches, ages 12 & UNDER shall be deemed a Lamar Team. Any team with player ages 13 & OVER (Junior level and above) and having at least **50%** Lamar Little League Players comprising its roster shall qualify as a Lamar Team. A Lamar Team is an Authorized Team. All non-conforming teams shall be deemed Non-Lamar.

Non-Lamar teams may still request permission to use the LLL facilities by petitioning the Board. or any subcommittee established to evaluate the acceptability of Non-Lamar teams. In addition to reviewing the submitted request the sponsor of the team shall be interviewed to further determine acceptability of such request based on benefits to LLL. The Board may impose additional requirements or waive any requirement or limitation contained herein. Non-Lamar submittals will be evaluated on a case-by-case basis with NO GUARANTEE that the request will be granted. Submission of a Facility Usage Request form does not guarantee acceptance.

2. All Non-Lamar teams wishing to use LLL facilities for practices hereby agree to:
  - a. Play in all scheduled LSA sponsored tournaments. Practice fees may be reduced or waived for the 30 day period prior to the next scheduled LSA sponsored tournament provided the tournament registration and associated payment have been received by the LSA Tournament Director at least 30 days prior to the tournament. Any team receiving practice benefits but withdrawing from the tournament shall be charged in full for practice time and such charges shall be deducted from the entry fee prior to returning the balance.
  - b. Provide assistance with concession stand duty. The assistance may take the form of working a four hour shift during each tournament or providing for assistance. Applicability shall be determined by the LSA Tournament Director.
  - c. Umpire up to 2 games at no charge during the tournament. To be determined by the LSA Tournament Director if needed.

- d. Assist with field preparation during tournament (furnish 2 people per 4 hour shift.) Note: Be available to prepare the field your team is scheduled play immediately before and after your game. The LSA Tournament Director may waive this requirement at his discretion.

In turn, the LSA will allow Authorized Teams to use the fields with lights at no charge, the week before the tournament start date. The fields must be raked and watered following practice. All field usage for that prior week must be scheduled and confirmed with the LSA Tournament Director before holding any practices.

If an Authorized Team fails to comply with items 2.a through 2.d any future use requests may be denied for a period as determined by the Board.

3. A Field Use Request form must be submitted to the tournament director at [http://www.lamarlittleleague.com/LamarSportsAssociation/LSA\\_home.htm](http://www.lamarlittleleague.com/LamarSportsAssociation/LSA_home.htm) containing the following information:
  - a.) Intended field usage. Please submit the **field number only, not the name.**
  - b.) Complete roster of select team.
  - c.) Copy of liability insurance policy. The liability insurance policy must declare Lamar Little League, its Board Members, Lamar Sports Association and the City of Richmond as additional insured.

### **Practice Field & Batting Cage Usage:**

1. Use of batting cages and fields for practice **must** be scheduled through the current LSA tournament director at the contact address at found in General Requirements 3.
2. Lamar teams may reserve a field up to two (2) weeks in advance. Non-Lamar teams may reserve a field one week in advance. Reservations shall be for a 2 (two) hour time slot. Scheduled practice times on the fields shall be limited to a maximum of 3 non-consecutive time slots per week. In the event of concurrent requests for the same field and time slot by a Lamar and Non-Lamar team, the Lamar team request shall take precedent. The Non-Lamar team will need to resubmit a request for a different field and/or time slot.
3. Field use rates are for 2-hour increments with a rate of:, Non-Lamar teams - \$50.
4. Use of lights is **\$40.00 per 2 Hour practice** and is separate and additional to the field use charge. The team must make arrangements for lights to be turned on and off with a board member at least 7 days prior to use. All **funds must be paid prior to the start time of practice via the online payment system.** Batting Cage Lights are free with lighted field use or \$15.00 per hour by themselves. LLL cannot guarantee a board member will always be available for lights access but will make every reasonable effort

to assist. In the event the proper process has been followed and no board member is available to turn on the lights, the field use fee will be returned or credited toward future use.

5. Keep a printed email copy with you for proof of permission. Suspension of your practice privileges will apply if caught using the facilities without permission.
6. After each practice all equipment must be stored and the field properly raked and cleaned, including trash pick up on the field, in the dugouts and stands before leaving the field.
7. The LLL Board may adjust the rates for facility usage from time to time without prior notification.

### **Game Field Usage:**

1. The submitted request must include the date and time of the games and fields needed. A check must accompany the written request.
2. Non Lamar teams may make a request to reserve fields on a daily fee basis. Approved teams are responsible for all field prep and must sign a property a Release of Liability waiver prior to any game.
3. Teams electing to conduct scrimmages or games on a given field, the cost shall be the same for each 2-hour block of time requested as otherwise applicable for the requesting Authorized team. Use of lights is an additional fee.
4. Use of lights is **\$40.00 per game in addition to the field rental fee**. Arrangements for lights to be turned on and off must be made prior to the start of the game(s). Failure to do so may result in no lights.
5. All equipment must be stored after each game and the field raked and cleaned, including trash pick up.
6. LSA will NOT make arrangements for umpires. It is incumbent upon the approved team to schedule any umpiring needs.
7. Teams failing to show at the appointed time or to make proper arrangements for lights will forego any recovery of fees paid for the applicable facilities.

### **Clinic Usage:**

1. Any clinics conducted on the fields or using other LLL facilities benefit Lamar Little League Players. If the clinic is comprised of **100%** Lamar players, the cost is free. Otherwise the charge is **\$5.00** per Non-Lamar participant.
2. It is the responsibility of the clinic instructor to have all participants sign a Release of Liability form, releasing Lamar Little League and associated Board Members from any liability. A form is provided on <http://www.lamarlittleleague.com> ***[NTD: A Release Form needs to be developed and ready for download on the website]***

3. Prior to the clinic the sponsor must submit a written request to the Lamar Little League President to be reviewed and approved by the Lamar Little League Board showing cost, required facility usage, dates, times, etc.
4. LLL may require proof of insurance.

### **Tournament Usage - Excluding Lamar Little League Hosted Tournaments:**

1. Tournament organizer must submit a written request showing date, time, and field requirements. Proof of liability insurance is required as a condition of approval.
2. The written request must also identify the person responsible for facility cleanup. A refundable facility clean-up deposit may be required as a part of the usage fee. The Board will inspect the facilities immediately after the tournament. Should it be determined that the condition of the facilities after the tournament is sufficiently worse than immediately prior to the tournament, the Board will notify the sponsor with a list of items to be address
3. The facility usage rates are defined in the Game Field Use section. A check must accompany the written request.
4. No tournament can take place using any of the facilities without prior Board approval.
5. The Lamar Little League Concession Stand will be operated by Lamar Little League for the exclusive benefit of Lamar Little League. It is up to the tournament sponsor to work with the LLL Board to make the concession stand available for tournament play.
6. The written request for private tournament usage shall be submitted to the Lamar Little League President for review and approval/rejection by the full board of directors. No tournament play can be scheduled without LLL Board approval.
7. Once approved you will schedule your fields with the tournament director at:  
[www.lamarlittleleague.com](http://www.lamarlittleleague.com)

**Failure to comply with any of the above provisions could result in the suspension or revocation of Authorized Team privileges.**

### **High School Fundraiser Field Usage**

Lamar Little League's Baseball Fields may be rented for High School Softball Tournament Fundraisers in the months of November and December only. Fields may be rented at a price determined by the LLL Board. Facilities may be rented in one hour increments. Lights will be **\$40.00 per 2 hours of usage per field**. To reserve a field an officer of the respective high school booster club must contact the LLL Board and send in a non-refundable deposit/payment in the amount determined by the LLL Board upon approval of the reservation for the fields. This payment will only be refunded in the event of rain. Payment will be forfeited for any other

cancellation or change. The unpaid balance due to Lamar Little League must be made no later than 1 week after the completion of the tournament. Failure to make payment shall result in suspension of future usage.

### **Payments Relating to Field Usage**

Payments are due no later than the day of the scheduled facility usage, and must be turned in to the LLL President, LLL Treasurer or LSA Tournament Direction for proper credit. Please be advised that field privileges will be suspended for non-payment and/or returned checks from the bank. Payments must be made by personal check, cashier's check or money order payable to Lamar Sports Association or by credit card. Cash transactions will require a receipt.

02/28/2010

