



## Youngsville Sports Complex Rental Agreement/Contract Terms:

Name of Renter: \_\_\_\_\_

Association/Company: \_\_\_\_\_

Description of Event: \_\_\_\_\_

Rental Date(s) and Time(s): \_\_\_\_\_

Facilities Rented: (Circle All Applicable)

**Baseball Fields**

**Softball Fields**

**Basketball Gym**

**Soccer Fields**

Notes: \_\_\_\_\_

Security Amount Owed: \_\_\_\_\_

Field Rental Amount Owed: \_\_\_\_\_

Other Amount Owed: \_\_\_\_\_

Total Amount Owed: \_\_\_\_\_

Total Amount Owed Due Date: \_\_\_\_\_

Invoice # \_\_\_\_\_ Check # \_\_\_\_\_

\_\_\_\_\_  
Signature of Renter

\_\_\_\_\_  
Tim Robichaux-YSC Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



## YOUNGSVILLE SPORTS COMPLEX USAGE POLICIES & PROCEDURE

### **User Priority:**

In order to be consistent with the Youngsville Sports Complex Operations Agreement and in granting use of fields and courts and specifying fee schedules and administrative rules, the following priority user groups and guidelines apply:

1. Tournaments and Events that will provide a significant positive economic impact to the City of Youngsville and the Youngsville Sports Complex, including National, Regional and Invitational tournaments.
2. Youngsville Sports Complex Leagues and Partnered Programs such as:
  - Youngsville Recreational Sports Programs
  - Lafayette Youth Soccer Association
  - South Side Youth Soccer
  - Acadiana Biddy Basketball
  - Louisiana Volleyball
  - USSSA Baseball/Softball
  - PONY Baseball/Softball

### **Availability of Fields/Gyms for Scheduled Use:**

Field availability is based on the user priority list, tournament schedule, field conditions, weather, and resting schedule.

Monday – Thursday:                These days are generally set aside for the Youngsville Sports Complex Leagues

Friday – Sunday:                 These days are generally set aside for tournaments that generate a substantial economic impact.

### **Scheduling Procedures:**

After the schedule of play is established according to the above user priority model, all open dates will be evaluated and rentals will be determined based on best fit for the Youngsville Sports Complex.

**Any groups wishing to rent the Youngsville Sports Complex Athletic Fields or Gym may contact YSC to schedule games or tournaments or other events for the current or upcoming season if space is available. Reservation requests are accepted in person at the Youngsville Sports Complex office located at 801 Savoy Road, by phone at (337)857-6804 or by email at [TimRobichaux@YoungvilleLa.Gov](mailto:TimRobichaux@YoungvilleLa.Gov)**

After the request is reviewed and approved, a contract/permit will be issued to the user group. This contract/permit should be in the possession of the renter group during the time of the scheduled event.

Rentals are determined on a first-come, first served basis. Changes to scheduled rental must be made in writing by the responsible party and can only be approved by Tim Robichaux, Director of the Youngsville Sports Complex.



**Inclement Weather Policy:**

In the event of inclement weather, YSC staff will evaluate field conditions for playability. If fields are deemed unplayable by 1:00pm CST, the Sports Complex will make the final call to suspend all play for the remainder of that day. Tournament Directors should plan accordingly and make changes to schedules if wishing to hold the remainder of the tournament on subsequent days.

**Cancellation/Refunds:**

Cancellations are NOT subject to refund within 14 days of an event. In the event a Tournament or a day of the tournament is cancelled due to inclement weather, the following refund schedule will apply each day of the event:

- Full refund if no games have begun.
- No refund if a game has begun.

**Insurance:**

Parties wishing to use Youngsville Sports Complex athletic sites must submit a Certificate of Insurance with at least \$1,000,000 in General Liability listing the City of Youngsville as additional insured on the date(s) of rental. A copy of the insurance policy must be presented to the Director of the Sports Complex at least 14 days before the scheduled tournament date.

**Special Events Permits:**

The Youngsville Sports Complex may require additional permission permits, fees, and security deposits in some cases. The Sports Complex reserves the right to increase the fee based on the nature of the activity.

**Security:**

The renter is responsible for event-related security. Security arrangements are subject to review and approval by the Youngsville Sports Complex Director. Additional event security may be required for events as determined by the City of Youngsville. The Youngsville Sports Complex Administration reserves the right to have at the renter's expense, additional security personnel to insure public safety.

**Damages:**

If damage occurs to any portion of the facility or sports complex equipment, the renter will be billed for any additional expense at replacement cost.

**Please sign and return this Usage Policies & Agreement Contract to:**

**Youngsville Sports Complex  
801 Savoy Rd. Youngsville, La 70592  
Phone (337) 857-6804  
Email: [TimRobichaux@YoungsvilleLA.gov](mailto:TimRobichaux@YoungsvilleLA.gov)**

\_\_\_\_\_  
Signature of Renter

\_\_\_\_\_  
Tim Robichaux-YSC Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# YOUNGSVILLE SPORTS COMPLEX

1. Outside alcoholic beverages are prohibited on all grounds of the sports complex.
2. Disorderly conduct, or assault, will not be tolerated. Such actions include, but are not limited to, abusive, indecent, profane, or vulgar language that might cause a breach of peace: or threatening or causing physical contact with someone else who might consider the contact offensive.
3. Personal ice chests are not permitted inside the complex. Ice chests can be kept inside of vehicles in the parking lot.
4. All accidents, breakage, or loss of Youngsville Sports Complex property must be reported to the Youngsville Sports Complex supervisor or the Youngsville Sports Complex Director immediately.
5. All maintenance issues should be reported to the Youngsville Sports Complex on-site supervisor or the Youngsville Sports Complex Director.
6. Youngsville Sports Complex staff will maintain restrooms, trash receptacles, and litter pick-up for all events.
7. The rental group is not allowed to prepare fields for any event. If additional preparation is needed, the Youngsville Sports Complex will perform the work at an additional cost.
8. Soft toss (including plastic balls) is strictly prohibited against any of the permanent fencing.
9. No metal spikes permitted inside the sports complex.
10. Painting on fields is not permitted by any rental group. All field markings will be done by YSC.
11. Rental groups or individuals must provide a representative over the age of 21 on site throughout the duration of the rental to serve as the point of contact for visitors and YSC staff.
12. Private vehicles may not be driven or parked on turf surfaces, sidewalks, service driveways or emergency zones.
13. Only parking lots may be used for loading and/or unloading. Violators may be ticketed or towed at owner's expense.
14. The Youngsville Sports Complex is not responsible for damage or loss incurred by the renter on site
15. Pets are only allowed on the walking trail, outside of the field areas, on a leash at all times.
16. No food or drinks, especially shelled products (sunflower seeds and peanuts), are allowed on the fields. Shelled products are harmful to our turf fields.
17. Moving of any equipment, including soccer goals and bleachers, is not allowed during events by rental groups. Any changes to field or court layouts should be requested before event.
18. Rental groups at the Youngsville Sports Complex should leave the fields and seek shelter immediately if the lightning detection system sounds a warning. Teams may return to the fields when the system gives an all-clear signal.
19. The Youngsville Sports Complex reserves the right to cancel any event or to restrict access to the fields due to an emergency, severe weather, vandalism, poor playing conditions or damage that could cause safety concerns.
20. The Youngsville Sports Complex rules and regulations listed here and posted at the site shall be adhered to.

*FAILURE TO FOLLOW THE FACILITY USE GUIDELINES MAY RESULT IN CANCELLATION WITHOUT REFUND. BY SIGNING, RENTER CERTIFIES THAT HE/SHE IS 21 YEARS OF AGE AND AGREES TO FOLLOW ALL FACILITY RULES AND REGULATIONS AS STATED ABOVE.*

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Signature of Renter

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Date

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Tim Robichaux  
Director, Youngsville Sports Complex

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Date