

**PARKS AND RECREATION DEPARTMENT  
CITY OF BROUSSARD, LOUISIANA  
310 EAST MAIN STREET  
BROUSSARD, LOUISIANA 70518  
PHONE: (337)837-6681**

**APPLICATION AND PERMIT FOR USE OF PARKS AND/OR FIELDS**

REQUESTED BY: (NAME) \_\_\_\_\_ DATE: \_\_\_\_\_

SPONSORED BY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EMAIL: \_\_\_\_\_

CITY/STATE: \_\_\_\_\_ ZIPCODE: \_\_\_\_\_

PHONE: (W) \_\_\_\_\_ (ALTERNATE PHONE): \_\_\_\_\_

DATE(S) REQUESTED: \_\_\_\_\_

PARK/FIELD REQUESTED: \_\_\_\_\_

FIELDS: \_\_\_\_\_ TIME: \_\_\_\_\_ DATE(S): \_\_\_\_\_

This permit is granted subject to the following rules and regulations and the acceptance and use thereof by the applicant is an agreement on his/her behalf to comply with all terms and conditions herein set forth, together with all the rules of procedure heretofore established by the Broussard City Government.

**USE OF CITY PARK:**

The PERMITEE shall be permitted to use \_\_\_\_\_ Park/Field pursuant to this permit only for the following purposes:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PERMITEE shall be fully responsible for all activities conducted on the permitted premises pursuant to this agreement. Use of the permitted premises for any purposes, other than those set forth herein above, is strictly prohibited and shall constitute a breach of this agreement. Furthermore, PERMITEE shall use the premises only for lawful activities, and shall take steps to prevent any unauthorized or unlawful activities on the premises during the duration of this permit.

**SUPERVISION OF ACTIVITIES:**

PERMITEE shall be fully responsible for supervision of all authorized activities conducted on the premises under the terms of this agreement. The City of Broussard shall be under no obligation or responsibility to supervise and/or provide any individuals to supervise the activities of PERMITEE and shall incur no liability or responsibility for any injuries or damages to individuals, participants and/or spectators as a result of the activities conducted by PERMITEE on the premises. Seating of spectators shall be at the discretion of the PERMITEE. Necessary steps should be taken by the PERMITEE to ensure safety and enjoyment of participants and spectators.

**PARTICIPANTS' USE OF PREMISES:**

It is understood that PERMITEE, individuals, participants and/or spectators shall be permitted to use and enjoy the premises solely at their own risk, and that the City of Broussard shall incur no liability as a result of any use of the premises by any individuals, participants and/or spectators. PERMITEE shall fully inform and explain the provisions of this section to all individuals, participants and/or spectators.

**BREACH OF AGREEMENT:**

Any violation of the specific terms and conditions of this agreement as set forth herein shall constitute a breach by PERMITEE thereof, and shall immediately terminate this agreement and any and all of PERMITEE'S rights hereunder.

**CLEAN UP:**

The PERMITEE is responsible for the clean-up during and after the event. If personnel from the Recreation Department performs the clean-up, PERMITEE will be billed for this clean-up.

**RESTORATION OF PROPERTY:**

The PERMITEE agrees to restore or pay the cost of restoring the park, field or any of its properties or equipment to its original condition, if ABUSED UNNECESSARILY by any member of the sponsoring group or by any participant or spectator in the activity. This includes using ballfields during rainy or muddy conditions. A damage fee may be required in the discretion of the City

**RENTAL FEE:**

The rental fee for \_\_\_\_\_ is \$ \_\_\_\_\_. Said fee is to be **PAID IN ADVANCE**. Rental fee for softball practices or tournaments will include bases, water, sewage and use of lights for night activities. The RENTAL FEE shall be RETURNED only for rain-outs or cancellations, providing such cancellations are made known to Park manager at least two (2) days prior to the scheduled event.

**INSURANCE:**

A policy of liability insurance shall be carried with minimum limits of \$1,000,000 by PERMITEE. PERMITEE shall name the City of Broussard and the St. Julien Sports Complex as additional insured.

**TERM OF RENTAL:**

The agreement shall commence on \_\_\_\_\_ at \_\_\_\_\_ and end on \_\_\_\_\_ at \_\_\_\_\_.

**ORDINANCES:**

An ordinance creating rules and regulations pertaining to the preservation and safety of park property was adopted by the City of Broussard. The Rules and Regulations of St. Julien Park have also been given to PERMITEE. The PERMITEE is responsible for adhering to these ordinances and regulations or forfeit the PERMITEE'S rights of future use of City of Broussard-owned park facilities and deposit. The major items are listed:

- A) It is unlawful to sell or have possession of a glass container on park property.
- B) It shall be unlawful to operate motorized vehicles within the boundaries of park property except in designated parking spaces.
- C) It shall be unlawful to build fires except in designated places with written permission from the Director's office.
- D) **PERMITEE(S)** agree to adhere to the rules and regulations as specified on the attachment to this lease.
- E) Rules and Regulations attached.

**SECURITY:**

The **PERMITEE** is responsible for obtaining adequate security for their functions and subject to the approval of the City of Broussard. For festivals, fairs and group activities, the security must be approved by the local law enforcement authority prior to signing of contract. If security plans (detailed) are not provided four (4) weeks in advance of function, the City of Broussard may deny the permit in their sole discretion. A security deposit may be required upon issuance of the permit.

The security deposit is based upon the estimate given by the applicant. Should the number of participants exceed the estimate, an additional fee shall be required to cover the additional security, within the discretion of the City and based upon the actual charges paid for additional security.

A security deposit in the amount of \$\_\_\_\_\_ shall be paid with this application. The deposit shall be returned only for rainy outs or cancellation, provided that such cancellations are made known to the Park Manager at least two (2) days prior to the scheduled event.

**OTHER: Special Conditions.**

Type of event (game, festival, concert, etc.): \_\_\_\_\_

Expected number of teams: \_\_\_\_\_ Expected number of people attending: \_\_\_\_\_

How many days will the event take place? \_\_\_\_\_ Est. start time: \_\_\_\_\_ Est. end time: \_\_\_\_\_

Will alcohol be served/allowed?  Yes  No Are you charging parking/gate fee?  Yes  No

If so, how many gates/locations will you be collecting money at? \_\_\_\_\_

Will additional officers be needed for parking?  Yes  No

Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_

**\*To be filled out by City of Broussard**

Security – describe number of personnel \_\_\_\_\_

Approved By: Police Department Designee \_\_\_\_\_

PARK: \_\_\_\_\_  
(Describe number of fields to be used)

PARK/FIELD RENTAL FEE (\_\_\_ DAYS) \$ \_\_\_\_\_

MANDATORY DAMAGE/CLEAN UP DEPOSIT: \$ \_\_\_\_\_ SECURITY DEPOSIT: \$ \_\_\_\_\_

Security Total: \$ \_\_\_\_\_

(Park use, damage, security all payable in advance at upon issuance of permit)

**TOTAL FEE: \$ \_\_\_\_\_**

**CITY OF BROUSSARD  
ST. JULIEN PARK**

**PERMITEE**

\_\_\_\_\_  
BY: Duly Authorized Representative

\_\_\_\_\_  
BY: (Print Name of PERMITEE)

Permission is hereby granted to hold the above event or events on the date or dates and times specified, in accordance with provisions of the above schedule, and agreement.

cc: Chief of Police St. Julien Park

1. Unsportsman like conduct, such as fighting, profanity, or any disorderly conduct WILL NOT be tolerated
2. Drugs, firearms or any weapon of any kind is prohibited
3. Climbing on fences, goal post, nets, etc. is prohibited.
4. All outside food and/or drinks are prohibited in pods. Cooking of any kind is not allowed in park.
5. NO Skateboards, rollerblades, or scooters allowed
6. NO bicycles on walking trail(s)
7. NO glass bottles or containers allowed
8. NO pets, gum, sunflower seeds, or peanuts allowed on fields or in pods
9. NO metal spikes allowed on the artificial turf fields.
10. NO music or loud speakers allowed without permission from Administration.
11. NO drones or planes allowed without permission
12. Littering and dumping trash is prohibited
13. NO loitering or soliciting allowed at any time. All field use must have prior approval
14. Be alert at all times - players, coaches, parents, kids, vendors, etc. are at risk to be hit with baseball/softball/soccer balls