

**ST. JOHNS COUNTY PARKS & RECREATION  
ATHLETIC FIELD APPLICATION**

A completed Athletic Field Application, Hold Harmless Agreement with both signatures and signed Covid-19 Waiver must be submitted together to secure field space. The fee schedule and a list of athletic facilities is included in this application and does not need to be returned with the application.

Organization \_\_\_\_\_ Contact Name \_\_\_\_\_  
 Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Contact Mobile \_\_\_\_\_ Contact Email \_\_\_\_\_

Check one: Youth Sports  Adult Sports   
 Baseball  Softball  Football  Flag  Soccer  Lacrosse  Other   
 Recreational Sports  Competitive Sports  Camps/Clinics/Training   
 What type of field are you requesting? Multipurpose  Turf  Baseball  Softball

Provide facility choice, field designation dates, days, start and end times below.

Facility/Complex	Field #/Name	Dates & Days	Start/End Times

**Submit only this page of the application along with an executed Hold Harmless Agreement & Covid-19 Waiver**



# St. Johns County Board of County Commissioners

Parks & Recreation Department

**Submit this fully executed page with your field request. This document requires two signatures.**

## HOLD HARMLESS AGREEMENT

In further consideration of the permission extended to

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**Print/Type the name of the organization/team/league/association/individual above.**

to use St. Johns County Parks and Recreation Athletic Facility/Field(s), we, on behalf of said organization, its assigns, members and guests, do hereby remise, release, and forever discharge St. Johns County and their officers, agents, and employees, and agrees to indemnify them for and hold them harmless from and again any and all liabilities, demands, claims, and suits, losses, damages, causes of action, fines and/or judgments, including costs, and attorneys and witnesses' fees and expenses incident thereto, for injuries to persons (including property to the County) arising out of or in connection with the use of St. Johns County parks unless caused by the gross negligence or willful misconduct of St. Johns County, its agents, or employees. All activities that occur during the rental of the facility must meet the rules and regulations of the sanctioning organization associated with the activity.

**\*This Hold Harmless Agreement requires an original signature from the authorized agent be witnessed by someone who also provides an original signature. Failure to submit the agreement without proper signatures will result in delays in securing a facility or field.**

### TYPE OR PRINT CLEARLY AND LEGIBLY:

Authorized Representative: \_\_\_\_\_ Title: \_\_\_\_\_

Association/League/Team/Organization: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_ Mobile: \_\_\_\_\_ Other: \_\_\_\_\_

Mailing Address if different from above:

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Please print this form after you've completed it and provide both names & signatures below.**

**By signing this release form, I attest to reading it in full, and completely understand and agree to its terms.**

Printed Name of Authorized Agent: \_\_\_\_\_

**\*Original Signature of Authorized Agent:** \_\_\_\_\_ **Date Signed:** \_\_\_\_\_

Printed Name of Witness to Authorized Agent Signature: \_\_\_\_\_

**\*Original Signature of Witness to Authorized Agent Signature:** \_\_\_\_\_

**Do not return this page with your application or signed documents.**

**ATHLETIC FACILITY FEES FY 2021**

**ATHLETIC FIELD RENTAL**

\$25 per Unlit Field/Per Hour

\$30 per Lighted Field/Per Hour

**YOUTH SPORTS PARTNER PLAYER FEES PER SEASON (FALL/WINTER/SUMMER)**

\$20 per SJC Resident Player

\$40 per Non-SJC Resident Player

**INDIVIDUAL PLAYER MAINTENANCE SURCHARGE FEE**

\$10 per St. Johns County Adult Sports Participant

\$20 per Out-of-County Adult Sports Participant

\$5 per St. Johns County Youth Sports Participant

\$10 per Out-of-County Youth Participant

**TOURNAMENT FEES**

Each set of 1-4 fields per chronological day 12:01am-12am)

\$200 per set of 1-4 fields SJC Resident –

\$600 per set of 1-4 fields Non-SJC resident

**TOURNAMENT AND AFTER HOUR STAFFING**

The number of maintenance staff required will be determined by the Parks & Recreation Department.

Lessee will be invoiced for the staff hours worked based on OT salary.

6% sales tax is added to field rental. Player fees are non-taxable.

**Important Information**

1. All field requests are subject to County approval.
2. The County reserves the right to allocate field space to ensure that the needs of the community are being met.
3. Field space is not confirmed nor guaranteed until a permit has been issued.
4. The County reserves the right to close fields/facility if necessary.
5. Fees are set by the Board of County Commissioners annually and are non-negotiable.
6. Subletting of fields (Giving your permitted field space and/or accepting payment for such, may result in loss of access to fields).
7. Payments are non-refundable.
8. Athletic Facility Use and League Policies and Procedures must be followed.
9. The Hold Harmless Agreement must be submitted with application and include two signatures.
10. The Covid-19 Waiver must be submitted with application and include signature.
11. You must provide liability insurance naming St. Johns County 500 San Sebastian View St. Augustine, FL 32080 as the Certificate Holder.
12. Organizations that are tax exempt must submit a current State of Florida DR-14 Certificate with application.
13. St. Johns County Parks & Recreation Department has a ZERO TOLERANCE BULLYING POLICY and maintains the right to rescind the field permit of any person, league, organization or association that allows this behavior.
14. Attachments: Covid-19 Waiver, Athletic Facility Listing, Incident Report



## St. Johns County Board of County Commissioners

Parks & Recreation Department

### COVID-19 Guidelines for Facility Rentals

Novel Coronavirus Disease 2019 (COVID-19) is a severe acute respiratory illness that is contagious, and is believed to spread mainly from person-to-person contact. COVID-19 has been declared a worldwide pandemic by the World Health Organization. On March 9, 2020, Governor Ron DeSantis declared a state of emergency for the entire State of Florida as a result of COVID-19. On March 17, 2020, the St. Johns County Board of Commissioners declared a local state of emergency as a result of COVID-19.

In accordance with [Governor DeSantis' Executive Order Number 20-139, Full Phase 2: Safe. Smart. Step-by-Step. Plan for Florida's Recovery](#) and in addition to applicable policies governing their use, the following guidelines will be implemented to allow the rental of all St. Johns County Parks and Recreation indoor facilities and outdoor spaces for gatherings and community events.<sup>1</sup>

#### Responsible Individual Activity

- All guests and attendees are encouraged to follow appropriate [social distancing and safety protocols](#) issued by the Centers for Disease Control and Prevention (CDC).
- Senior citizens and individuals with a significant underlying medical condition are strongly encouraged to avoid crowds and take measures to limit the risk of exposure to COVID-19.
- All guests and attendees traveling from areas with substantial community spread as identified by Governor Desantis through [executive order](#) (currently CT, LA, NJ and NY) must follow all applicable isolation or quarantine protocols.
- All guests and attendees who work in health or long-term care facilities should be tested for COVID-19 on a routine basis.
- All guests and attendees are encouraged to follow the [CDC's guidance on how to protect themselves and others](#) from the spread of COVID-19.

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<sup>1</sup> St. Johns County will review these guidelines weekly, and make updated changes as necessary. You will be provided with a copy of the most current guidelines prior to each rental of an indoor/outdoor facility. You will also be required to complete an Acknowledgement of Risks and Waiver of Liability prior to each rental.

## **Guidelines for Indoor Rental Spaces**

- Attendance for gatherings and community events held at indoor facility rooms, (e.g., meeting rooms, conference rooms, etc.) will be limited to 50% of the room capacity, and may not exceed 50 people regardless of room size.
- Attendance for gatherings and community events held at indoor gymnasiums and fitness centers will be limited to 50% capacity, with appropriate social distancing and sanitation protocols.
- Use of each indoor rental space shall be limited to one gathering or community event per day to allow for appropriate cleaning, disinfecting and sanitizing between uses.
- Following use of each indoor rental space, Staff will clean and disinfect frequently touched surfaces (e.g., door handles, sink handles, drinking fountains, and tabletops) within the facility.

## **Guidelines for Outdoor Rental Spaces**

- Attendance for gatherings and community events held at outdoor facilities (e.g., pavilions, arenas, ball courts and open spaces) will be limited to no more than 50 people, with appropriate social distancing.
- Daily use of each outdoor rental space shall be limited to allow for appropriate cleaning, disinfection and sanitation between uses.
- Following use of each outdoor rental space, Staff will clean and disinfect frequently touched surfaces (e.g., drinking fountains and tabletops) within the facility.

## **Acknowledgement of Risk**

Any person seeking to rent an indoor or outdoor facility will be required to sign an Acknowledgement of Risk and Waiver of Liability stating that they understand:

1. the terms and conditions contained in these guidelines for facility rentals;
2. the CDC has provided information explaining how COVID-19 is spread and that the best way to prevent illness is to avoid being exposed to the virus, which is found at <https://www.cdc.gov/coronavirus/2019-ncov/prepare/prevention.html>;
3. the CDC's guidance for protecting against the spread of COVID-19, which is found at <https://www.cdc.gov/coronavirus/2019-ncov/prepare/prevention.html>;
4. COVID-19 may be spread by people who are not showing symptoms; and
5. St. Johns County, its officers, and employees will be held harmless against any claims of COVID-19 related illness, serious personal injury, permanent disability and death resulting from or associated with the use of a rented indoor or outdoor facility.

**St. Johns County Facility Rental  
Acknowledgement of Risks and Waiver of Liability Related to COVID-19**

Novel Coronavirus Disease 2019 (COVID-19) is a severe acute respiratory illness that is contagious, and is believed to spread mainly from person-to-person contact. COVID-19 has been declared a worldwide pandemic by the World Health Organization. On March 9, 2020, Governor Ron DeSantis declared a state of emergency for the entire State of Florida as a result of COVID-19. On March 17, 2020, the St. Johns County Board of Commissioners declared a local state of emergency as a result of COVID-19.

By signing this Acknowledgment of Risk and Waiver of Liability, I acknowledge the following:

1. I have read and understand St. John County's COVID-19 Guidelines for Facility Rentals.
2. The Centers for Disease Control and Prevention (CDC) has provided information explaining how COVID-19 is spread and that the best way to prevent illness is to avoid being exposed to the virus, which is found at <https://www.cdc.gov/coronavirus/2019-ncov/prepare/prevention.html>.
3. I have read and understand the CDC's guidance for protecting myself and others from the spread of COVID-19, which is found at <https://www.cdc.gov/coronavirus/2019-ncov/prepare/prevention.html>;
4. I understand that COVID-19 may be spread by people who are not showing symptoms.
5. I understand that, by renting a St. Johns County indoor/outdoor facility for gatherings and community events, I am exposing myself and others to the risk of becoming infected with COVID-19, which may result in illness, serious personal injury, permanent disability, and death.
6. I understand that, by renting a St. Johns County indoor/outdoor facility, I fully assume the risk of becoming exposed to or infected by COVID-19 as a result of the acts, failures to act, and negligent acts by me, my guests, attendees and others, including but not limited to St. Johns County, its officers, employees, agents, volunteers.
7. I understand that St. Johns County reserves the right to deny my request to rent an indoor/outdoor facility in order to protect the public health, safety and welfare as solely determined by St. Johns County.
8. I further understand that St. Johns County reserves the right to interrupt and discontinue my use of any rented indoor/outdoor facility for failure to comply with the COVID-19 Guidelines for Facility Rentals.

I, for myself, my heirs, executors, administrators, assigns, and personal representatives, hereby voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to myself, my family, guests and attendees including, but not limited to, illness, personal injury, disability, death, damage, loss, claim, liability, and expense of any kind, stemming from or associated with my rental of any St. Johns County indoor or outdoor facility.

In consideration of renting a St. Johns County indoor/outdoor facility, I, for myself, my heirs, executors, administrators, assigns, and personal representatives, voluntarily agree to indemnify and hold harmless St. Johns County, its officers, employees, agents, volunteers from all liabilities, claims, actions, damages, costs (included reasonable attorneys' fees) and expenses of any kind arising out of, stemming from or associated with my rental of a St. Johns County indoor/outdoor facility. I fully understand and agree that this provision regarding indemnification includes any claims based upon the actions, omissions, or negligence of St. Johns County, its officers, employees, agents, and volunteers.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
St. John County Staff Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (please print)

**Please print this page and sign, date and return to Parks and Recreation staff. Thank you.**

**Do not return this page with your application or signed documents.**

### **Athletic Facilities**

- Aberdeen Park 1401 Shetland Dr., St. Johns, 32259
- Al Wilke Park 6140 Main St., Hastings, 32145
- Collier Blocker Puryear 10 N. Holmes Blvd., St. Augustine, 32084
- Cornerstone Park 1046 A1A N., Ponte Vedra, 32082
- Davis Park 210 Davis Park Rd., Ponte Vedra, 32081
- Deleon Shores Park 105-79 Dolphin Blvd E., Ponte Vedra, 32082
- Durbin Crossing Park 345 Islebrook Pkwy, St. Johns, 32259
- Fruit Cove Middle School 3180 Racetrack Rd., St. Johns, 32259
- Gamble Rogers Middle School 6250 US 1 S., St. Augustine, 32086
- Hastings Football Field 400 E. Harris St., Hastings, 32145
- Joe Pomar Park 1600 Masters Dr., St. Augustine, 32084
- Malcolm Jones Field 399 Riberia St., St. Augustine, 32084
- Mills Fields 1805 Racetrack Rd., St. Johns, 32259
- Nocatee Community Park 707 Nocatee Ctr. Way, Ponte Vedra, 32081
- Osceola Elementary 1605 Osceola Elementary Rd., St. Augustine, 32084
- Pacetti Bay Middle School 245 Meadowlark Ln, St. Augustine, 32092
- Palencia Park 405 Palencia Village Dr., St. Augustine, 32095
- Plantation Park 3060 Racetrack Rd., St. Johns, 32259 (Julington Creek)
- R.B. Hunt Elementary 125 Magnolia Dr., St. Augustine, 32080
- Rivertown Park Baseball Complex 200 Swamp Oak Trail, St. Johns, 32259
- Rivertown II Multipurpose Fields 21 Sequoia Creek Trail, St. Johns, 32259
- Ron Parker Park 607 Old Beach Rd., St. Augustine, 32080
- St. Augustine Little League 1300 Duval St., St. Augustine, 32084
- Switzerland Point Park 777 Greenbriar Rd., St. Johns, 32259
- Treaty Park 1595 Wildwood Dr., St. Augustine, 32086
- Veterans Park 1332 Veterans Pkwy, St. Johns, 32259
- West Augustine District Park 1300 Duval St., St. Augustine, 32084

#### **Important Links:**

##### **Park Listing**

<http://www.sjcf.us/Recreation/Parks/index.aspx>

##### **Athletic Facility Use Policies and Procedures**

<http://sjcf.us/Recreation/media/forms/AthleticFacilityUsePoliciesProcedures.pdf>

##### **Child Safety Policy**

<http://sjcf.us/Recreation/media/forms/ChildSafetyPolicy.pdf>





# St. Johns County Public Incident Report

The employee will complete this form and retain in your department files until a claim is filed by a member of the public using the Citizen Claim Form; at which time it should be e-mailed to [BCCRiskManagement@sjcfl.us](mailto:BCCRiskManagement@sjcfl.us)

Name \_\_\_\_\_ Age \_\_\_\_\_ Sex: M F  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
Phone \_\_\_\_\_

If needed - Parent or Guardian Contact Info:

Name \_\_\_\_\_ Age \_\_\_\_\_ Sex: M F  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
Phone \_\_\_\_\_

Details of the Incident:

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Location/Address:

\_\_\_\_\_

Specific Description of the exact location at this address (i.e. sidewalk on east side of parking lot):

\_\_\_\_\_

Description of the Incident:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Staff Witnesses/Phone \_\_\_\_\_

Staff Witnesses/Phone \_\_\_\_\_

Other Witnesses/Phone \_\_\_\_\_

Other Witnesses/Phone \_\_\_\_\_

Police or Emergency Personnel: Y\_\_\_ N\_\_\_ Responding Agency & Case number \_\_\_\_\_