

Newport News Public Schools

Newport News, Virginia

TODD STADIUM RENTAL APPLICATION/AGREEMENT

12465 Warwick Boulevard
Newport News, Virginia 23606

Date _____

Application is hereby made for the rental of Todd Stadium on _____ Time _____

The stadium will be rented for the purpose of _____

(attach letter explaining details of activities)

1. Will there be an admission fee? Yes () No ()
2. Will the public be admitted? Yes () No ()

I hereby agree to observe and enforce all rules and regulations of the School Board governing the use of public school property. I agree to protect, indemnify and save harmless, the School Board of the City of Newport News, its officers, and employees from any and all claims, liabilities, damages or rights of action directly or indirectly growing out of the use of the premises. I further agree to carry a commercial general liability insurance policy with a limit per occurrence of \$1,000,000. Evidence of such coverage shall be provided prior to the event. Charges for special services will be paid upon receipt of invoice.

I understand and agree to all of the provisions of this agreement and "Policy for Rental of School Todd Stadium" provided on this page and the reverse of this page.

Name Address Zip Phone

Signature

Dates have been checked and the facility is available as requested. _____

Director or of School Athletics

APPROVED _____ 20 _____

Business Office

POLICY FOR RENTAL OF TODD STADIUM & PARKING LOT

Todd Stadium may be used for community activities under rules and regulations approved by the school Board of the City of Newport News. Permission to rent Todd Stadium will only be granted to residents of Newport News, members of the Virginia High School League or other local governmental agencies.

If there is an admission charge for other than athletic events, a collections of donations, or the use is one for fund raising, the money or funds charged, collected, or raised will be dedicated to educational, charitable, civic or community purposes; and no money or funds so charged, collected, or raised will result in any private or commercial gain.

Todd Stadium will not be used by any group or organization for any purpose that is inconsistent with the laws of the United States of America, The commonwealth of Virginia, and/or the city of Newport News. Neither will it be used by any group or organization reported by the Attorney General of the United States, a communist-faction or a communist front organization.

Permission to use Todd Stadium will not be granted to any group or organization when the superintendent or designee, with the advice of the chief of police, deems there is imminent danger of any breach of the peace, turmoil, riot, or resistance of law and order, or danger to the school property of persons using the same.

No meeting or other activity shall be held at the stadium other than that stated in the application.

The School Board reserves the right to revoke a permit at any time by refunding the fees paid, less any expenses incurred.

Application for such use must be made on a form secured from the Director of Athletics and Driver Education, and the application must be signed by the Director of Athletics and Driver Education before being sent to the business office. The application will be approved by the business office and the basic charge paid in advance or agreement made concerning payment before a permit is issued. Newport News Public Schools retains the right to not approve applications filed with the Director of Athletics and Driver Education within fourteen days of the date for requested use of property.

Liability for damage to or loss of school property while it is being used by non-school groups is assumed by the applicant and the application will state the applicant agrees to assume such liability. The applicant must agree to protect, indemnify, and save harmless, the School board of the City of Newport News, its officers, and employees from any and all claims, liabilities, damages, or rights of action directly or indirectly growing out of the use of the premises by such community organization.

In order to afford some protection for citizens who might be injured on school premises while attending or participating in functions by non-school groups, Newport News Public Schools require users of Todd Stadium/administration building parking lot to carry commercial general liability insurance policy with a limit per occurrence of \$1,000,000. A policy certificate of such coverage will accompany the application.

All stadium and parking lot concessions will be operated by the school board and the profits received from the operations will remain with the School Board. Alcoholic beverages are prohibited on school board property. Smoking is prohibited per school board policy.

CHARGES

When used for any activity for which **admission is charged, the basic fee will be 10% of gross ticket sales receipts or \$750 whichever is the greater amount.** This fee will include the following facilities, equipment and personnel:

- Field
- Track
- Dressing Rooms
- Restrooms
- Officials' Room
- Press Box
- Scoreboard
- Hurdles
- Jumping Standards, Crossbars, etc.
- Landing Pits
- Usage of Public Address System

Javelins are prohibited at Todd Stadium.

ESTIMATED STATEMENT

CHARGE (____ Hrs)	AMOUNT
Rental Fee	
Lights	
Stadium Grounds Employee	
Stadium Supervisor	
Custodian	
Clean Up	
Security	
TOTAL DUE	

The rental payment is due within ten (10) days after event. If the event goes over the hours, additional charges may be added.

SUPPLEMENTAL CHARGES

- Field Lights \$ 300.00
- Stadium Grounds Employee \$ 30.00 per hour
- Stadium Supervisor \$ 50.00 per hour
- Custodian \$ 30.00 per hour
- Clean Up \$ 90.00 per hour

When used for an event for which **admission is not charged, the basic fee will be \$500.** The fee for the use of the Todd Stadium track for practice by organized teams is \$200 per practice. Supplemental charges, as stated above, will remain the same. Certain events may be classified as special rentals by the Assistant Superintendent for Business and Support Services, in which case the base rental fee may be adjusted on an individual basis.

TODD STADIUM/ADMINISTRATION BUILDING/PARKING LOT

The procedure for the use of the Todd Stadium/Administration Building parking lot when Todd Stadium is not being rented requires the same application procedure which is used for the rental of Todd Stadium. Whenever the parking lot is used, the same insurance provisions apply as when renting Todd Stadium. The rent for the parking lot shall be \$300.00 per day.

If there is a required set up of traffic cones and/or the moving of school board vehicles, the rent for the parking lot shall be and additional \$50. The rent for using traffic cones is \$25 when school division personnel are not used to set up the traffic cones.

The group or individual renting Todd Stadium or parking lot will be responsible for paying for police protection during the rental period. The director of athletics will determine the number of police required.

There may be other charges as determined by the Assistant Superintendent for Business and Support Services.

The Newport News School Division does not discriminate on the basis of race, color, national origin, sex, creed, marital status, age, or disability in its programs, activities, or employment practices as required by the Title VI, Title VII, Title IX, Section 504, and ADA regulations. **Regina Harris**, Compliance Supervisor for Human Resources, at 12465 Warwick Boulevard, Newport News, VA 23606, (757-591-4550), is responsible for coordinating the division's efforts to meet its obligations under Section 504, Title IX, the ADA, and their implementing regulations.