Application for the hire of football pitches (Seasonal)

Name of Club: .....

herewith make an application for the hire of a football pitch on a seasonal basis at In2itive Park for the 2012-13 season.

If there is more than one team to use the allocated pitch, please state below the names of the teams to be considered in this application.

Team 1: ..... Approx number of HOME games: .....

Team 2: ..... Approx number of HOME games: .....

I hereby acknowledge and accept on behalf of the above club the terms and conditions for the hire of football pitches at In2itive park. The person signing this application must be an authorised signatory of the applying club.

Name of person making application (BLOCK CAPITALS): .....

Address: .....

Position held: ..... Signature: .....

Name of club secretary if different from above (BLOCK CAPITALS): .....

Address: .....

Telephone (Home): ..... (Mobile): .....

E-mail address: .....

Other contacts (e.g. Team Managers): .....

.....

Please retain the Terms and Conditions for future reference

Office use: Pitch 2 .....

General Terms and conditions for the hire of Yaxley Football Club football pitches and associated changing facilities

Note: All facilities at Yaxley Football Club (the Club) are operated and managed by its appointed on site managing services partner – ***In2itive Business Solutions Ltd*** *(the Club Facility Manager) who act for and on behalf of Yaxley Football Club in these matters.*

General

1. The pitch(s) available for hire are situated at:

   Yaxley Football Club, In2itive Park, Leading Drove, Yaxley PE7 3NA (as shown on the attached plan).

   The changing rooms allocated to the Home and Away teams are located in the main building changing wing, rooms 3 and 4. Referees changing facilities are located in Officials Changing Room 2 (as shown on the attached plan). No access to other changing rooms or 1st floor areas within the building is permitted and any such activity will be treated as a breach of conditions

2. Application forms for seasonal bookings will be available to club secretaries on the last day of May. Application forms for occasional hire will be forwarded to club secretaries upon request, or may be downloaded from this website (see below). All applications will be date stamped on their return to the Club Facility Managers Office and pitches will be allocated in strict order of receipt and taking into account any previous payment record. Preference for the use of pitches may be given to teams with playing members who reside within the Parish of Yaxley; applicants for pitches may be asked to make a signed declaration to this effect. Pitches not allocated to teams with Yaxley players will be allocated to non-resident teams. All pitch allocation is at the sole discretion of the Club Facility Manager.

3. Applications for seasonal hire of pitches will close on the last day of June.

4. Preference will generally be given to junior matches played on Saturday mornings and Sunday mornings, and adult matches played on Saturday afternoons and Sunday afternoons.

5. Allocations will be advised by post or e-mail. An acceptance form will be enclosed, which will require signing and returning to the Club Facility Management Office.

Please note: If after signing and returning the form, the hirer decides not to utilise the pitch, the hirer will remain liable for payment unless the Club Facility Manager is able to re-allocate the pitch.

Usage

6. To maintain a reasonable surface, pitches will generally only be allocated two competitive matches each weekend and occasional midweek games, at the discretion of the Club Facility Manager.

7. The standard season extends from the first Saturday in September to the last Sunday in April. The season may be extended at the discretion of the Club Facility Manager if too many fixtures have had to be cancelled due to bad weather and state of the pitches during the playing season.

8. Christmas Close Down - Please note that pitches will not be available on 25th or 26th December.

9. The Club Facility Manager operates a system of season bookings. Teams may book pitches to play one match each week, or one match alternate weeks subject to the following conditions:
   a) The total hire fee is due upon a booking being confirmed pursuant to condition 2. Fees are payable in advance unless an instalment plan is agreed in writing with the Club Facility Manager. Instalment payments are permitted at the discretion of the Club Facility Manager and do not prejudice Club Facility Managers right to recover any and all monies due under this agreement in the case of a dispute, suspension or any non-payment.
   b) Teams must submit their fixture list to the Club Facility Manager at the commencement of the season, who must also be notified of any additional or re-arranged fixtures by 4pm on the Wednesday previous to requiring the pitch. If a fixture list has not been submitted, it is necessary for the team to telephone these offices each week by 4pm on Wednesday, to confirm the booking of their allocated pitch. No refunds will be given for any pitch that is not used
   c) The Club Facility Manager reserves the right to allocate pitches to casual users when not required by the seasonal hirer.

Hirer's Responsibilities

10. The hirer shall use the pitch only as a football pitch.

11. The hirer shall not use the pitch in such a way as to cause any nuisance, damage, disturbance, annoyance, inconvenience or interference to any neighbouring or adjoining property.

12. The hirer is responsible to ensure that both home and away teams do not cause annoyance to residents using other areas of the recreation ground, and that parking is controlled to ensure maximum use of the allocated car park area. Vehicles must not park in the main car park nor on any of the approach roads.

13. The hirer shall not do any act, matter or thing which would or might constitute a breach of any statutory requirement affecting the pitch or which might or would make invalid in whole or part any insurance held by the Club in respect of the pitch.

14. Hirers are warned that the charges do not include the cost of insurance against their liability for any damage or injury which their activities may cause either to themselves or to other persons or property and they should themselves insure against these risks.

15. It is recommended that the hirer arranges public liability insurance, to a minimum value of £5,000,000 (£5 million), to protect against all claims arising, other than that due to the Clubs negligence.

16. Team secretaries should make themselves familiar with arrangements for contacting emergency services and notify the Club Facility Management Office of serious injuries sustained by players (of either team).

17. Sub-letting is not allowed under any circumstances whatsoever.

18. Changing room keys must be collected and signed for in the presence of the Club Facility Manager or other appointed person on the day. Unless otherwise agreed by the Club Facility Manager, keys are to be returned immediately after a match; otherwise a fee of £90 for a replacement lock and master key will be imposed on the Hirer for any key not returned.

19. The home team will be charged for any damage to changing rooms, toilets or other Club property, however incurred, regardless as to the damage being caused by the away or home team. Those teams using changing facilities must ensure that they are left clean and tidy, and lights and water are turned off and doors are locked. Before leaving the grounds the home team is responsible to ensure that any litter left on the field by either home or away teams or fans is collected and disposed of. Litter bins will be provided adjacent to the car parking areas. Failure to comply with these requirements may result in the withdrawal of facilities.

Clubs Responsibilities

20. The Facility Managers Office will arrange for the cutting of the grass throughout the growing season and provide seeded top soil or turfs for filling in the holes or divots in the playing surface. However, it is the responsibility of the hirer to fill the holes and divots during matches and bring areas requiring repair to the notice of the Facility Managers Office.

21. The Facility Managers Office is responsible for marking out the pitch, the supply and erection of goals (including nets), corner flags and perimeter rope on raised stakes.

22. Neither the Club nor the Facility Manager shall be liable for the death or injury to, or damage to, or any expenses or other liability incurred by the hirer or any person in the exercise of this agreement.

23. The Facility Manager gives no warranty that the pitch is legally or physically fit for any specific purpose.

24. The Facility Manager shall be the sole judge as to the fitness of the grounds for play.

25. The Facility Manager reserves the right to close, without previous notice, any ground unfit for play owing to weather or other conditions.

26. The Facility Manager will make all reasonable effort to permit the playing of cancelled matches at weekends or in the evenings, without obligation to refund any fees or guarantee the playing of these matches.

27. The Facility Manager will notify the Hirer of any pitch closure via phone or email to the club secretary in the first instance, and it is therefore essential that at least one email address and mobile phone contact number is supplied with the application.

Other conditions

28. This agreement shall determine immediately on notice served by the Facility Manager at any time following any breach of this agreement. The decision of the Facility Manager is final.

29. Hirers are responsible for their opponents and if either are found to be in breach of any terms and conditions of hire are liable to suspension by the Facility Manager. The decision of the Facility Manager shall be final. Refunds will not be payable if suspended and the total hire fee will be charged as in condition 9(a).

30. Any variation of this agreement must be made in writing between the parties.

31. All queries in the first instance must be made, in writing to: The Facility Manager, Yaxley Football Club, In2itive Park, Leading Drove, Yaxley PE7 3NA

Pricing structure for the letting of football pitches as from June 2012

For the 2012/13 season, user clubs will be charged at the rates per pitch, per match as set out below. User clubs will be expected to pre-pay for booked matches monthly in advance and payment to reach this office not later than the last day of the preceding month. If payment has not been received by the first day of the month in question, all matches booked during that month will be automatically cancelled.

Cheques for the appropriate amount, made payable to **YAXLEY FOOTBALL CLUB**, should be sent to The Facility Manager, Yaxley Football Club, In2itive Park, Leading Drove, Yaxley PE7 3NA

LEVEL OF CHARGES – PITCH 2 only

ADULT FOOTBALL PITCHES	Members: £50.00 per match
	Non-members: £60.00 per match
JUNIOR PITCHES (Under 14 years)	Members: £35.00 per match
	Non-members: £40.00 per match

All enquiries and any further details regarding these charges etc. should be directed to the Facility Manager at the address shown above (Telephone 01733 244928).

Hospitality Arrangements where applicable and agreed/ordered in advance

Main Bar and club room:

Hirers of the facilities and their visiting opponents may utilise the club's main social club function room and licensed bar providing that hirers visitors sign into the "Visitors Register" held at the reception or main bar. Social Members and External Playing Members of Yaxley FC are not required to sign in.

Boots are not permitted to be worn anywhere in the social rooms, associated toilets and access corridors. Boot bags and kit bags must be left in the area inside the main function room doors (adjacent to the stage) and not taken to the seating areas.

1st Floor Executive Suite and Presidents Lounge:
Unless specifically arranged in advance and special VIP ID cards have been issued to the Hirer, the 1st floor area and associated access stairs (internal and external) are out of bounds to all users/hirers of the club facilities.

Kitchen/servery:

Hirers may utilise the kitchen/servery to prepare refreshments. Typically only 1 person per hirer shall be allowed into the kitchen/servery and the hirer shall provide all ingredients and consumable items required to meet his/her needs. Under no circumstances shall any ingredients, supplies or consumable items belonging to Yaxley Football Club. Hirers must wash and clean any preparation areas and equipment used.