Parks and Recreation Department
1900 N.W. 114th St.
Clive, IA 50325
Phone: 223-5246 ✦ Fax: 457-3092

Date reservation made:_____

Reservations are accepted no sooner than the first business day of the month, 4 months in advance (including month of desired reservation) and no later than 5 business days prior to rental. Cancellations or revisions to reservations by the renter must be made a minimum of 5 business days in advance of the date of the reservation and will carry a fee of $25 for any change.

CITY OF CLIVE PARKS AND RECREATION DEPARTMENT

SAND VOLLEYBALL COURTS

CAMPBELL RECREATION AREA — 12385 Woodlands Parkway

Courts*	Cost
East or West (2-hour rental)	$35 per court

***Rentals are approved in accordance with Clive Volleyball Leagues, as leagues take precedence over all rentals.**

COURT REQUESTED: ❑ East ❑ West ❑ Both (COURTS DO NOT HAVE LIGHTS)

Date of Reservation (_____)_____ Start _____ End _____
Day of week Month/Day/Year

Total Fees _____
(Fee)

Name _____

Address _____ City_____

State_____ Zip _____ E-mail Address_____

Phone #s: Home_____ Work _____ Cell_____

Name of Group/Event _____ Number of People Expected _____

Payment Policy – A check or credit card can be accepted for the fee payment. Checks are to be made payable to *City of Clive*. Reservation is confirmed when completed form and payment are received. A driver's license must be presented for rental reservation. The reservation fee is kept and additional fees may be billed per the discretion of the City depending on the condition of the rental facilities and surrounding area when vacated. The undersigned will be held responsible for the damage caused to any facilities and will be charged at the rate of 1.5 times the employee's hourly rate for time required to repair, clean up, etc. Minimum charge of $50 per hour.

Reservation Change/Cancellation Policy – Any changes to reservations by the renter must be made a minimum of 5 business days in advance of the date of the reservation and will carry a fee of $25 for any change. If the cancellation is made within 5 business days of the rental, no fees will be returned to the renter.

Alcohol Policy – It is unlawful to dispense or consume all alcoholic liquor, except single-serve beer and wine coolers, within or about any rental facilities under the authority of the Clive Parks and Recreation Department. NO KEG BEER IS ALLOWED PER CITY OF CLIVE ORDINANCE. All such items will be confiscated.

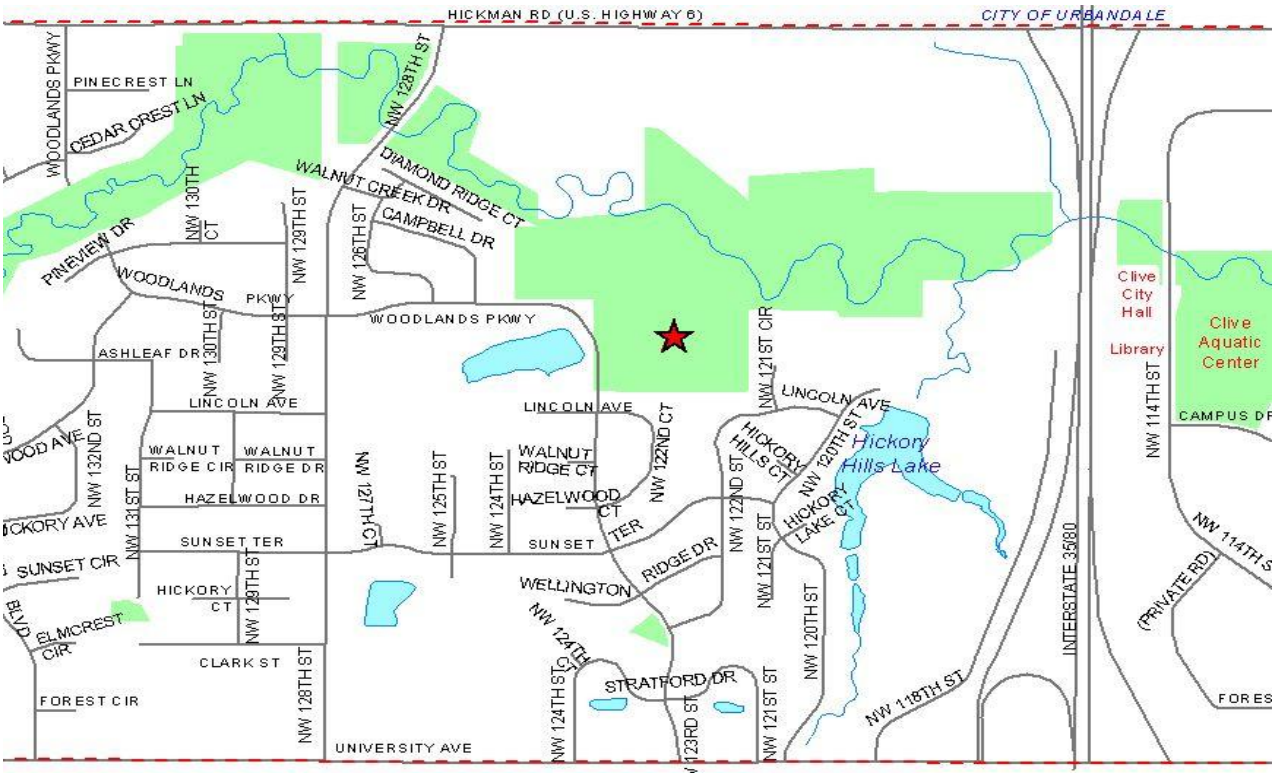
Noise Policy – Amplified and/or loud music will NOT be allowed. Complaints of amplified or loud music will result in the renter's immediate removal from the facility.

Rental Time – The renter is responsible for their event schedule. The start and end time are the stated hours of arrival on the premises and departure from the premises. The police will be contacted for any rental event that is still on the premises after the rental period has ended.

If the facility is being used for a fund-raising project, all tickets must be advanced sales. No public parties or group activities charging or collecting admission on the premises will be allowed. Beer may not be a reason for promoting advanced sales.

SAND VOLLEYBALL COURTS

Two sand volleyball courts are located at Campbell Recreation Area, a 32-acre park that also includes three adult softball fields (rentable), a basketball court, three tennis courts, playground areas, open space for soccer or football, a shelter (rentable) and a gazebo.



The renter shall be responsible for any and all damage to the facility occurring during the term of the rental.

That renter shall indemnify and hold harmless the City of Clive, it's officers, agents and employees, from and against any and all loss, liability or damage arising out of renter's use of the facility, including all costs, expenses and attorney fees incurred in defending any claims arising out of the use thereof, except to the extent that the injuries or damages resulting in such losses or liabilities arise by reason of the negligence of the City of Clive, their successors or assignees.

That renter takes the facility as renter finds it and voluntarily assumes all risk of loss, damage, or injury (including death), that may be sustained by renter or any property of any of the undersigned while in, on or upon said facility.

Renter shall fully comply with all applicable state laws, City ordinances and rules applicable to the use of the facility. Smoking is prohibited on playgrounds and in park shelters located on City property, including adjacent areas within 50 feet of playgrounds and park shelters (in compliance with the Iowa Smokefree Air Act).

The City of Clive reserves the right to refuse the rental of the facilities.

THIS RESERVATION IS NOT CONFIRMED UNTIL COMPLETED FORM AND PAYMENT ARE RECEIVED.

Renter's Signature _____ **Date**_____

Payment: ☐ **Cash** ☐ **Check #** _____ **Credit Card:** ☐ **Visa** ☐ **MasterCard** ☐ **Discover**

Name on Card _____ **Total Fees** _____

Card Number _____ **Expiration Date** _____

Cardholder Signature _____ **Date** _____

*For Office Use Only: Date received*_____ *Received by* _____ *Date given to Parks staff*_____ *Given by* _____

Revised 12/29/2014