



# Meridian Sports Park

## Tournament Terms and Conditions

All users of the Meridian Sports Park (collectively the “Renter”) shall, without exception, comply with the following Terms and Conditions:

### Payment/Damage Deposit

1. The Renter shall pay the rental fees established in the Fees and Charges Bylaw for the current calendar year.
2. The County will issue an invoice to the Renter once the booking is approved.
3. The Renter shall pay all rental fees within 30-days of the invoice date. No tournament booking will be confirmed until the invoice is paid in full.
4. A \$500.00 damage deposit cheque must be provided at the time of payment.

### Cancellation

1. Cancellation by the Renter shall be made, in writing, thirty (30) days before the first day of the tournament to receive a full refund. In the event the cancellation is made without thirty (30) days written notice, no refund will be given.
2. Partial or full tournaments cancelled due to a rainout or other inclement weather as determined by the County, will be rescheduled at no additional cost. If rescheduling is not possible, a refund will be given for the cancelled portion of the tournament.
3. If a tournament booking is cancelled by the County, the Renter will be informed. The Renter shall be responsible for notifying tournament participants of the cancellation.
4. The County reserves the right to cancel any booking to any Renter that does not comply with the terms and conditions of the rental agreement. This may result in forfeiture of paid rental fees.

### Insurance and liability

1. All bookings at Meridian Sports Park are required to provide a Certificate of Insurance (**minimum \$2 million liability**), naming **Parkland County as an “additional insured”** for the duration of the booking.
2. Proof of insurance to be received at least 14 days before the first day of the booking.
3. The Renter is fully responsible and liable for any damage to the facility during the period when occupied by the Renter.
4. The County is not responsible for any personal items or personal equipment that is damaged, missing, lost or stolen.

### Allocation of spaces

1. Ball diamonds and soccer fields shall be distributed in the following priority:
  - County-based teams (51% County membership)

- Teams from incorporated municipalities within the County
  - All other teams
2. Youth teams receive priority over adult teams.

### Operation of concession

1. The concession stand rental is the responsibility of the Renter. If a third-party is hired to operate the concession stand, the Renter is still responsible for making the booking request and all associated fees and support documents.

### Food handling

1. The Renter, if preparing food at the Meridian Sports Park concession, must comply with all provincial legislation and regulations for food preparation, handling, storage and sales.
2. The Renter must complete a Community Organization Function Notification from Environmental Public Health (EPH) with Alberta Health Services. Proof of approval from EPH must be submitted to the County at least 14 days before the first day of the tournament. Failure to do so will result in the cancellation of the tournament booking with no refund.

### Sale of liquor

1. The Renter must ensure any person selling alcohol at the Meridian Sports Park concession is in possession of a liquor license failing which the County may cancel the booking without a refund.
2. The Renter must complete a Special Event Public Resale - Community Liquor Licence application package from Alberta Gaming and Liquor Commission (AGLC) 4-6 weeks prior to the tournament. Proof of approval from AGLC must be submitted to the County at least 14 days before the first day of the tournament. Failure to do so will result in the cancellation of the tournament booking with no refund.
3. If liquor liability is not included in **the Renter's insurance policy**, the Renter must show proof of Party Alcohol Liability (PAL) Insurance at least 14 days before the first day of the tournament.

### Fields and diamonds

1. The County does not supply bases, pitching mounds, soccer nets, or flags, and it is the responsibility of the Renter to provide the required equipment.
2. The County will maintain fields and diamonds, including liming, dragging, and raking, as **deemed necessary by the County and in accordance with the County's maintenance practices**.
3. Extra lime and drag can be supplied upon request.

### Pre-tournament inspection

1. 5-10 days before the start of the tournament, the Renter will contact an authorized County employee to make arrangement for a walkthrough at Meridian Sports Park. The walkthrough should occur 2-3 days before the start of the tournament.
2. During the walkthrough, the Renter will complete a Meridian Sports Park Facility Rental Inspection checklist with the authorized County employee and obtain the facility keys.

3. The Renter agrees to return the facility in the same condition in which the facility was found at the time the booking commenced.

### Post-tournament inspection

1. On the last day of the tournament, the Renter agrees to return the facility keys to the after-hours deposit box located at the front of the County building.
2. An authorized County employee will conduct a post-tournament inspection of the facility.

### Damage Deposit

1. If any of the enumerated issues exist post-tournament (litter, damage, etc.), the County shall use the damage deposit to remedy and may bill the Renter any costs not covered by the damage deposit or thereafter limit use.
2. If no damage or loss has happened to the facility, and the area is left in a clean and tidy state, the damage deposit cheque will be returned to the Renter within ten (10) days of the rental.

### Camping

1. The Renter is fully responsible to ensure all campers are aware of the camping terms and conditions.
2. Overnight camping is permitted in the designated camping area only. Approval must be obtained from the County before the start of the tournament.
3. The camping area is non-serviced, has three fire pits, and holds approximately 17-20 holiday trailers.
4. Use designated fire pits only - do not move fire pits! Fires must be small, supervised, and extinguished after each use.
5. Firewood is not supplied.
6. Do not burn wood pallets, painted wood, or wood with nails in fire pits.
7. Propane tanks are permitted.

### Closures

1. The County reserves the right to close the fields at any time if the field, weather conditions or other circumstances or conditions are deemed to be unsafe or unfit.
2. The County will make best efforts to post closures on its website by 3 p.m. on business days (excluding holidays and office closures). Renters receive closure information directly by signing up for emails at [www.parklandcounty.com/msp](http://www.parklandcounty.com/msp).
3. The Renter is required to sign-up to receive email alerts.

### General

1. Meridian Sports Park is open from 6 a.m. to 11 p.m.
2. Pets (except service dogs) are not permitted at Meridian Sports Park.
3. Alcohol consumption is not permitted at Meridian Sports Park without the appropriate permissions from AGLC and the County.

4. Cannabis consumption in any public place – whether smoked, vaped, or otherwise - is not permitted.
5. The Renter shall not construct, erect, or attach any fixtures or decorations of any kind to any part of the facility without the prior written consent of the County.
6. All vehicles must park in designated areas and cannot park on roads, green spaces, or soccer fields. The perimeter of the parking lot and access roads must remain open for emergency **vehicles. Vehicles parked outside designated areas may be ticketed or towed at the owner's expense.**
7. Renter agrees to comply with Parkland County bylaws.
8. All concerns, safety or otherwise, should be reported to the County.