



Blue Heron Turf Rental Agreement and Use Policy

The Peninsula Soccer Association is committed to making available for use the Blue Heron Turf Fields to other not-for-profit recreational associations, the Peninsula Recreation Commission, School District 63 and First Nations Groups across the Saanich Peninsula who will be given priority in accessing the fields while not in use by the Peninsula Soccer Association.

This Blue Heron Turf Rental Agreement (the “Agreement”) confirms the agreement between _____ (“User”) and Peninsula Soccer Association (“PSA”) with respect to the use of the Blue Heron Turf Fields (the “Fields”) by User, managed and administered by the PSA. PSA agrees to allow the User to use, and the User agrees to rent from the PSA, the Field(s) upon the conditions and terms set as follows:

1. Booking Requests

All booking requests are to be made by email to the PSA Turf Coordinator at rental@peninsulasoccer.ca.

For new booking requests, the request should include the following information:

1. User group: including team name, league, school etc.;
2. Contact Name and phone number of individual making the booking;
3. Billing information: billing name, email and mailing address;
4. Purpose: practice, game, tournament etc.;
5. Preferred dates and times (accept to be granted in one (1) hour time slots with 55 minutes allocated to play plus 5 minutes to vacate the field for the next user); and
6. Preferred field(s): Field 1/Field 2.

The Turf Coordinator will acknowledge the User’s request and confirm, by reply email, once the PSA has approved the rental request. If the field is in use or has been previously booked by another group, the Field Coordinator will confirm and review alternative dates provided in the request. The rental confirmation email is to verify the rental request has been approved, it is the User’s responsibility to ensure the date and time of the booking is correct. A cancellation fee will be charged for ‘no shows’.

(the “Rental Confirmation Email”)

Booking requests should be made a minimum of 72 hours before field use is required but preferably at least three weeks in advance to ensure availability. Late bookings may not be accommodated.



2. Cancellation and change requests

1. For non-weather-related cancellation and changes, Users must provide at least 48 hours' notice, by email, before the time of the booking to cancel or change. Requests received with less than 48 hours' notice may result in cancellation fees.
2. Field Users are responsible for evaluating field conditions before play and for immediately reporting any hazards, turf or other damage or safety issues to the PSA before use of the field(s). Breach of this term may, in the discretion of the PSA, result in costs to repair or address non-reported issues, the sole responsibility of the User.
3. To cancel a booking without charge due to poor weather conditions, users must send a notice by email to rental@peninsulasoccer.ca within 24 hours of non-use. PSA agrees to cancellations due to incremental weather, turf or associated damage preventing use as well as safety issues that cannot be addressed before scheduled use time.
4. Failure to cancel will result in full charge for the booking, no refunds will be made available.
5. Cancellations and changes are not accepted until the requester receives a confirmation email from the PSA.

3. Use of Fields

1. Users will ensure that they have allotted the appropriate amount of time to account for warm-ups, play time, etc. If the User remains on the field past the allocated rental time, User may be required to leave the field prior to completion of their event due to scheduling of an incoming user.
2. User shall use the Field for the purpose indicated on the Rental Confirmation Email attached.
3. Field rental requires a signed Blue Heron Turf Rental Agreement and Rental Confirmation Email. User acknowledges and accepts fees as confirmed in the Rental Confirmation Email.
4. Use of the field must coincide with the time indicated on the Rental Confirmation Email and occur only on the designated Field(s).
5. User MUST comply with the following **Code of Conduct and Use Guidelines:**
 - i. The consumption of alcohol, drugs or tobacco products are not permitted at any time on the Fields;
 - ii. Weapons, fireworks, flares, open flame grills, generators, scooters, hover boards, skateboards, inline skates, bicycles, motorized vehicles etc. are strictly prohibited.
 - iii. Users and spectators must be courteous and respectful at all times and follow the Canada Soccer Code of Conduct and Ethics see: www.canadasoccer.com for details;
 - iv. Designated washroom facilities must be used;



- v. No METAL CLEATS. Soccer shoes, multi-cleated shoes, turf shoes or runners OK;
- vi. NO SPIKES or any form of IN GROUND ANCHORING may be used as it will puncture the turf surface;
- vii. NO FOOD or DRINKS (other than water) on the turf fields. Oranges /snacks may be consumed while on the concrete team area pads or outside the turf field. Dispose of waste in garbage bins;
- viii. NO LITTERING – Team areas and fields are to be kept clean of garbage and debris. Orange peels, fruit or snack waste, tape, wrappings, bandages and used first-aid, and other garbage must be disposed of in supplied garbage bins. It is the Users responsibility to clean up all debris after use;
- ix. Do NOT drag nets on the field – use the wheels or carry them;
- x. Do NOT push/pull/shove/slide turf field goals against the direction of the wheels (shear) while the wheels are down and engaged. This damages the wheels;
- xi. Do NOT track grass onto the turf. Brush off grass OUTSIDE the pitch.
- xii. Only players, coaches, managers, volunteer lines people, and officials on the field – all spectators behind the field perimeter fence;
- xiii. Dogs or any other animal are NOT ALLOWED within the fenced turf area, including the concrete team bench locations. Dogs must remain outside the fencing;
- xiv. While the field is in use, teams are to stay OFF THE FIELD until their practice start time. When a team's time on the turf is over, they MUST vacate the turf immediately so that the next team may begin their session; and
- xv. Turf field nets cannot be removed from the turf field.

Violation of the Use Guidelines may result in the User being prohibited from future rental opportunities, at the discretion of the PSA Board of Directors. Damage or destruction caused by the User while renting the field(s) will be payable upon demand and assessment of repair costs. The PSA may use all legal means necessary to collect the costs of the repair along with compensation for all collection and applicable legal fees.

4. Insurance

Users must provide evidence of Commercial General Liability Insurance with a limit of not less than \$5,000,000 inclusive per occurrence for bodily injury (including death) and damage to property including loss of use thereof. Such insurance shall include coverage for broad form property damage, contractual liability, completed operations and product liability. PSA shall be named as an additional insured on the policy.

5. Payments and Invoicing

1. The User shall be responsible for payment of the rental fee, confirmed when payment is received.
2. Invoices are issued upon confirmation of booking.
3. Payment in full is due upon receipt of invoice and in any case must be made before use of the field(s).



6. Indemnification

User agrees to indemnify, defend and hold harmless the PSA and its directors, officers, agents, employees, guests, successors and assigns, and any member of the public attending any event held by the User with the permission or acquiescence of the User, from any and all losses, claims, damages, judgements, liabilities, causes of action, costs and expenses, including reasonable legal fees, arising out of or resulting from or in any way relating to the use of the Blue Heron Turf Fields by the User or any of its members, guests, participants, or invitees, or from any act or omission by the User or any of its officers, agents, employees or guests, but not arising from the willful or negligent acts or omissions of the PSA.

7. Complaint Procedure.

The PSA has in place internal procedures for handling complaints fairly and promptly. If you have a complaint, please contact the Directors promptly at directors@psa.ca with as much detail as possible. You may also submit a complaint to us, for example by letter, telephone or in person. We will send you a written acknowledgment of your complaint promptly, following receipt, enclosing details of our complaints procedures and how we intend to resolve the issue. Please contact us if you would like further details regarding our complaint procedures. The PSA is committed to resolving any issue arising from the use of the Blue Heron Turf Fields as fairly and equitably as possible.

8. General Terms and Conditions of Rental

1. It is in the discretion of the PSA to require a \$500 fully refundable deposit, subject to the terms of this Agreement, before use of the field.
2. Field usage is only for the purpose of soccer related activities or other recreational activities by agreement with PSA prior to field usage.
3. Access will be granted for one-hour time periods, booked on the hour. One hour = 55 minutes of play plus 5 minutes to move off the field so that the next slot can begin on the hour.
4. Hourly rate as defined in Turf Rental Rate Schedule and Pricing Framework.
5. Renters are responsible for the full repair cost of all any damage caused during use.
6. Access to restrooms will be provided.



The User agrees to the terms and conditions of the Blue Heron Turf Field Rental Agreement and Use Policy Agreement as contained herein on the *(date)* _____

USER: Authorized Signatory (PRINT NAME)	TITLE	SIGNATURE	DATE
(PRINT NAME)	TITLE	SIGNATURE	DATE

Rate Schedule and Pricing Framework

Prime Time Hours

- Prime Time Hours: Mon-Thur, 5 pm - 9 pm; Sat 8 am - 8 pm; Sun 8 am - 4 pm
- Prime Time not available for external users: mid-August – March 31st each year (During regular soccer season)
- Prime Time hours can be booked April 1 to mid-August each year.

Hourly Rate

Available to groups who wish to rent on an hourly basis:

Fee \$/hour	Group	Group description
0	Peninsula Soccer	Organized practice or games scheduled by and with Peninsula Soccer Association
0	WSANEC	Any WSANEC groups booking
\$50	Youth organized non-profit	Organized Non-profit Youth Play Non-profit group renting for soccer programming, development play, player-pay events
\$75	Adult organized non-profit	Organized non-profit Senior Play Non-profit group renting for soccer programming, coaching courses, user pay events and soccer related activities
\$50	SD63	School District 63 (Mon to Fri 8am to 5pm during school year)
\$150	Private or Commercial group	Private soccer academies, private organized courses, player-pay soccer programming, and activities, bookings by private community groups