

SALUDA COUNTY RECREATION COMPLEX
RULES AND RENTAL POLICY

Policy Purpose Statement

The Saluda County recreation complex and fields are used for official Saluda County purposes and such purposes shall have priority for facility use. The Saluda County recreation complex and fields will be available for rent for public purposes according to the rules and regulations contained herein.

Policy Regulations:

Public use of the above mentioned complex and fields are subject to the following regulations:

1. Saluda County has the right to refuse use of the complex and fields to any group if the proposed event conflicts with official use of the complex, is incompatible with the complexes' intended purpose, conflicts with established policies, regulations or laws, or is in conflict with any other confirmed reservation.
2. In the event of inclement weather prior to an event, games, and practices, Saluda County has the right to refuse use of the recreation complex and fields. Fees will be refunded in this situation for events or games.
3. With the exception of Saluda County Recreation sponsored sports, the Saluda County recreation soccer and ball fields will only be allowed for use and rented to teams of youth participants, sixteen (16) years old and younger.
4. Admission fees, collections, or donations may not be collected by users of County owned property except that non-profit corporations and tax exempt entities authorized to do business in South Carolina. Travel ball teams will be allowed to collect admission fees in the event of game competition.
5. The complex and fields are to be left in the condition and arrangement in which they are found, or future use will be denied. This includes the removal of all of the trash generated by your event. This must be removed from the premises immediately following your event.
6. The scheduling of the complex and fields must be conducted according to this policy including the timely submission of reservation applications. The Saluda County Recreation Director, in consultation with the County Director or his/her designee, shall be the coordinator of issues related to the use of the complex and fields.
7. Groups shall comply with all applicable laws of the United States and the State of South Carolina and with all Saluda County ordinances, rules, policies and regulations. All persons in and on the property shall comply with official signs of a prohibitory or directory nature, and with the directions of Saluda County authorized employees or officials. Saluda County has the right to have persons violating any provisions removed from the premises and to prosecute any and all violators to the fullest extent of the law.
8. At the recommendation of the Saluda County Recreation Director, and the discretion and direction of the Saluda County Director or his/her designee, groups using the recreation complex may be required to provide for security personnel staffing for events. Any costs associated for the provision of security, when deemed necessary by the Director, shall be borne by the user group.

9. Single events as well as a series of ongoing events may only be booked three (3) months in advance of the current date. The frequency with which one group may utilize the complex and fields is at the discretion of Saluda County.
10. Use of publicly owned property does not imply endorsement by Saluda County government staff, officials or by Saluda County Council members.
11. Saluda County retains the right to amend the requirements and regulation for use of the complex and fields at any time.
12. Groups are not allowed to assign their reserved time at the complex and fields to another party unless given written permission by the Saluda County Recreation Director.
13. Rental fees may not be returned if the reservation is cancelled less than 72 hours (3 days) prior to the time of the scheduled use of the complex and fields.
14. NO CONCEALABLE WEAPONS ARE ALLOWED. (Section 16-23-420, SC State Law)
15. No person will have firearms, air guns, explosives or unauthorized fireworks.
16. No alcoholic beverages, no profanity and no loud music are allowed on the property.
17. Vehicles are not allowed on the fields, lawn/planted areas of Saluda County property. Only use parking areas.
18. Dogs, cats and other animals are not allowed at the Saluda County Recreation Complex with the exception of authorized service animals.
19. No recreational equipment is allowed on the premises without written approval from the Saluda County Recreation Director. (No blow up/bounce houses. No waterslides.)
20. Proper attire of shirts, pants, and shoes are required during use of the complex and fields.
21. The person or organization renting the complex or fields and all guests/participants must be out of the complex by the end of the reserved time period. The rental times should include all setup and clean up for the event.
22. Smoking is **prohibited** at the Saluda County Recreation complex.
23. Please do not deliberately hit balls into the fences at the complex.
24. Saluda County is not responsible for any items left at the complex after the rental period.
25. If an emergency happens, immediately dial 911, contact appropriate emergency services, evacuate the complex if appropriate, and notify the Saluda County Director, or his/her designee and the Saluda County Recreation Director as soon as possible.
26. The person signing the application for use or the organization and their registered agent signing the application by which the Saluda County Recreation Complex will be used must indemnify and hold harmless Saluda County and its employees and officials for and from any liabilities, damages, claims or actions of any kind arising in any way from the use of the Saluda County Recreation Complex and also release Saluda County and its employees and officials from any liability, damages, claims or actions of any kind arising from the use of the Saluda County Recreation Complex. That person and the organization and their registered agent are also responsible for paying Saluda County for any damages to the Saluda County Recreation Complex.
27. A certificate of liability insurance naming Saluda County as the certificate holder will be required along with the application.
28. By signing and submitting the application, the person signing the application or the organization and their registered agent using the Saluda County Recreation Complex thereby agrees to all of the above regulations.
29. This organization or user does not discriminate on the basis of race, color, national origin, sex, age, handicapped status or religion.

*****The complex is under the jurisdiction of the Saluda County Sheriff's Department*****

Deposit/Damage Fees:

If the premises or a portion of the complex during the term of the rental shall be damaged by act, default, or negligence of the organization or person renting the complex or fields or its/his/her agents, employees, guests or any other person admitted to the premises by them, the organization or person renting the facility shall pay Saluda County such sum as shall be necessary to restore the said premises to its prior condition.

By signing and submitting the application, the person signing the application or the organization and their registered agent signing the application using the Saluda County Recreation Complex thereby agrees to all of the above regulations.

Forms of payment accepted are cash, money orders, cashier's check, and personal check. (Personal checks are not accepted within 2 weeks of event). All checks and money orders are to be made payable to Saluda County.

Saluda County Recreation Complex Rental Agreement Application Form

Return to Paul Ergle, Saluda County Recreation Director by email at recreation@saludacounty.sc.gov or by mail or deliver to: Saluda County Recreation, 736 Batesburg Highway, Saluda, SC 29138. Payment is required in full to reserve an event date.

Responsible Person
Or Organization/Registered Agent: _____

Address: _____

Telephone Number: _____

Email Address: _____

Purpose of Event: _____

Date of Event: _____ Number of Guests/Participants: _____

Time Requested: From _____ To _____ Complex hours are 8AM – 11PM; Includes setup and clean-up time.

Package(s) Selected: _____

Packages Available: Choose the appropriate package letter(s)

		<u>Saluda Co. Residents</u>	<u>Outside of Saluda County</u>
A	Soccer Field – Field #1 (no lights)	\$ 25.00 per hour	\$ 35.00 per hour
B	Soccer Field – Field #1 all day (6+hours)	\$325.00 per day	\$500.00 per day
C	Little Field – Field #2, 150 feet	\$ 20.00 per hour	\$ 30.00 per hour
D	Baseball Field #3, 200 feet	\$ 20.00 per hour	\$ 30.00 per hour
E	Baseball Field #4, 200 feet	\$ 20.00 per hour	\$ 30.00 per hour
F	Softball Field #5, 200 feet	\$ 20.00 per hour	\$ 30.00 per hour
G	Hollywood Ball Field	\$ 20.00 per hour	\$ 30.00 per hour
H	Entire Recreation Complex	\$600.00 per day	\$800.00 per day

1. **Supplies, marking, and setup of fields to be performed by the renter.**
2. **Use of concession building is not allowed.**
3. **In addition to fee, a refundable deposit for cleanup: \$100.00 for Saluda County Residents and \$150.00 for Outside of Saluda County.**
4. **In addition to fee, a refundable deposit of \$500.00 for use of entire recreation complex and soccer field day rental.**

Event security is not included the prices above. The price for event security is determined by the number of officers needed and the number of hours each officer is needed for an event. This is determined by the Saluda County Sheriff's Office. The price is \$32.00 per hour, per officer needed. This amount is to be paid with application fees, once an application has been approved.

Application must be turned in 15 business days prior to the event date for review.

If you use the lights during your rental and they are left on overnight – you will be responsible for the hourly rate until staff turns them off.

I, the undersigned, being eighteen years of age or older, have read, understand and will comply with the Saluda County Recreation Complex Rental Agreement and am authorized to sign this application on behalf of the organization/registered agent named above. The organization and I agree to be responsible to the Saluda County Government for the use and care of the Saluda County Recreation Complex. The organization and I will pay for any damage to Saluda County property and equipment in connection with the meeting and use of facilities.

Signature: _____ Date Submitted: _____

Signature: _____ Date Approved: _____

Rental Fees: \$ _____

Collected By: _____ In the Form of: _____

APPROVAL TO COLLECT FEES

The below signed approval by Sandra G. Padget, Saluda County Director serves as authorization to collect fees (see item #4 under policy regulations). You must have a copy of this approved application on the day of the event as proof of being authorized to collect fees in the event you are asked to show proof by the Saluda County Recreation Director, the Saluda County Director or his/her designee, or law enforcement.

Sandra G. Padget, Director
Saluda County

Date Approved