



1800 Citizens Dr., Benton, AR 72015
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www.bentonar.org/departments/parksrec

TOURNAMENT FACILITY RENTAL APPLICATION

The City of Benton Parks and Recreation Facility Rental Application and Agreement are required to reserve any field with the city parks system. By complying with this Agreement and the bounds set herein the Parks and Recreation Department can help ensure your reservation is adequately prepared for, facilitated, and maintained.

THIS AGREEMENT MUST BE SUBMITTED A MINIMUM OF 14 DAYS PRIOR TO YOUR EVENT DATE.

NOTE: Approved applications inside 14 days will be at the discretion of Benton Parks and Recreation, and a non-refundable deposit will be required.)

REPRESENTATIVE INFORMATION:

Name: _____ Phone: _____

E-Mail: _____

Organization (if applicable): _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

EVENT INFORMATION:

Please list the dates and times you are requesting for approval. A facility event deposit of \$150 per complex per date will be required upon final approval of this application for baseball and/or softball tournaments.

Have you hosted this event before? Yes No Was it through Benton P&R Yes No

Insurance? Yes No Does your event need concession services? Yes No

Age Group(s): _____

Event Type: Tournament Special Event Other _____

Event Title: _____

Event Date: _____ Starting Time: _____ Ending Time: _____

Event Date: _____ Starting Time: _____ Ending Time: _____

Event Date: _____ Starting Time: _____ Ending Time: _____

Event Date: _____ Starting Time: _____ Ending Time: _____

Event Date: _____ Starting Time: _____ Ending Time: _____

Event Date: _____ Starting Time: _____ Ending Time: _____

FACILITY RATES: (Ord. 20 of 2026)

Please check the field/court you are requesting. Additional charges will apply based on actual usage.

TYNDALL PARK YOUTH SOFTBALL FIELDS						
✓	Field	Base Path Length		\$		# of Hours/Days
	Field #1	60 65		\$30/hr.	\$125 per day	
	Field #2	60 65		\$30/hr.	\$125 per day	
	Field #3	60 65		\$30/hr.	\$125 per day	
	Field #4	60 65		\$30/hr.	\$125 per day	
TYNDALL PARKS TENNIS COURTS						
✓	Court		\$		# of Hours/Days	
	Court #1		\$10/hour			
	Court #2		\$10/hour			
	Court #3		\$10/hour			
	Court #4		\$10/hour			
BERNARD HOLLAND ADULT SOFTBALL FIELDS						
✓	Field	Base Path Length		\$		# of Hours/Days
	Field #1	60 65 70 80		\$30/hr.	\$125 per day	
	Field #2	60 65 70 80		\$30/hr.	\$125 per day	
	Field #3	60 65 70 80		\$30/hr.	\$125 per day	
BERNARD HOLLAND BASEBALL FIELDS						
✓	Field	Base Path Length		\$		# of Hours/Days
	Field #1	60		\$125 per day		
	Field #2	60 65 70		\$125 per day		
	Field #3	60 65 70		\$125 per day		
	Field #4	60 65 70		\$125 per day		
	Field #5	70 80 90		\$125 per day		
	Field #6	70 80 90		\$125 per day		
	Field #7	60		\$125 per day		
	Field #8	60		\$125 per day		
RIVERSIDE PARK SOFTBALL FIELDS						
✓	Field	Base Path Length		\$		# of Hours/Days
	Field #1	45 60 65 70		\$30/hr.	\$125 per day	
	Field #2	45 60 65 70		\$30/hr.	\$125 per day	
	Field #3	45 60 65 70		\$30/hr.	\$125 per day	
	Field #4	45 60 65 70		\$30/hr.	\$125 per day	
	Field #5	45 60 65 70		\$30/hr.	\$125 per day	
RIVERSIDE PARK SOCCER FIELDS						
✓	Field		\$		# of Hours/Days	
	Field #1		\$30/hr.	\$100 per day		
	Field #2		\$30/hr.	\$100 per day		
	Field #3		\$30/hr.	\$100 per day		
RIVERSIDE PARK SAND VOLLEYBALL COURTS						
✓	Facility Area		\$		# of Hours/Days	
	Court #1		\$5/hr.			
	Court #2		\$5/hr.			
CW LEWIS STADIUM						
✓	Facility Area		\$		# of Hours/Days	
	CW Lewis Stadium		\$30/hr.	\$100 per day		

TOURNAMENT/EVENT NOTES:

Note: If damages are incurred to either equipment and/or facility, renter of record on the contract will be billed accordingly. Renter will not be able to utilize park facilities or programs until payment is made.

Tournament Rental Deposit: A deposit of \$150 for each facility event date will be due at signing of the *Facility Agreement*. Deposits are applied to the final invoice at the conclusion of each event. No refunds will be issued for outdoor tournaments unless the tournament is canceled due to weather-related conditions. Refund decisions are made by the Benton Parks and Recreation Dept. and are final.

Tournament Late Fee: Tournaments that are scheduled before and/or past park hours of operation will be charged a \$30 late fee per hour per field.

ADDITIONAL ITEMS:

Portable Mounds	Temporary Fencing
15 – 8" mounds	200' & 250' – Adult Softball Fields
1 – 10" mound	

APPLICATION TERMS AND CONDITIONS:

By signing below, Applicant indicates its understanding and agreement that:

1. Approval or disapproval of this Application is within the sole discretion of the City of Benton and is dependent upon the availability of the requested facilities.
2. The City of Benton is not responsible or liable for any expense incurred by or damage suffered by Applicant in the event this Application is approved.
3. Applicant waives, releases, discharges and agrees to indemnify, defend and hold harmless the City, its officers, employees, and agents from and against any and all claims, demands, causes of action or judgements by any person, organization or entity for personal injury, death, damage or loss of property, or any other damage and/or liability occasioned by, arising out of, resulting from, or in any way related to this Application, or from the use of the facilities by Applicant or any other person.
4. Applicant has received a copy of the City's parks and recreation facility rate and fee sheets which is in effect on the date of this Application and agrees to pay, in the event this Application is approved by the City, the applicable deposit (s), fees and other costs in the amount (s) set forth therein.

Agreed:

Applicant or Applicant's Authorized Representative

Date

GENERAL FACILITY RENTAL AND USE TERMS:

1. Park facilities are never closed to the general public. Reservations are for designated field use only.
2. The City of Benton Parks and Recreation Department is responsible for all concessions.
3. Tournament/Event Organizer must provide a copy of insurance for the event.
4. Based on the size and type of event, Police and/or EMS may be required at the renter's expense.
5. All requests are subject to approval by the Parks & Recreation Director or his/her designee.
6. Use of alcoholic beverages, drugs and tobacco products shall be prohibited.
7. Parking Vehicles must park in designated areas only. Vehicles parked illegally may be cited by city ordinance No. 11 of 1998
8. Conduct: All guests must obey Police, Parks & Recreation Staff and others designated by the City to enforce rules while on park property. Disorderly conduct will result in immediate expulsion from the park. Disorderly conduct includes, but is not limited to: Rude behavior, profanity, fighting, threatening behavior, public nudity, spitting, loud music or other noise. Littering of any kind is prohibited.
9. Curfew at Riverside Park shall be at 11:00pm. Tournaments that are scheduled before and past park hours of operation will be charged a \$30 late fee per hour per field. Permission to waive curfew restrictions must be approved by the Parks & Recreation Director.
10. Under no circumstances can the facility be sub-leased at any time.
11. Rental is for the facility designated on the Facility Rental Application. Admission may be charged at designated locations; however, access cannot be denied to those using the Park for exercise, shelters, playgrounds, restrooms and other park amenities.
12. Benton Parks & Recreation Department reserves the right to cancel an event at any time. In the event of poor weather, we reserve the right to cancel and/or postpone the tournament if it is deemed that unnecessary damage may occur to the playing field and complex. If the event is cancelled by the Parks and Recreation Department, the deposit will be fully refunded. In the event of lightning, Site Supervisor reserves the right to postpone the tournament until it is safe to resume play.
13. Designated contact person must be on site while tournament is in progress.
14. If the event is a tournament of any kind, an Acceptable Bracket must be received by the City of Benton Parks and Recreation Department via email at specialevents@bentonar.gov before 5:00pm on the Wednesday prior to the tournament.
15. Special requests are subject to the approval of the Parks & Recreation Director.
16. We are unable to hold or reserve dates—**scheduling is strictly first come, first serve.**
17. We can only book tournaments up to one year in advance.
18. To secure your dates, we must receive your completed tournament application and agreement form, along with your deposit.
19. Previous tournament cancellations will be taken into consideration when evaluating booking dates. **This does not pertain to weather-related cancellations!**