

CENTRAL FALLS PARKS AND RECREATION DEPARTMENT
ATHLETIC FIELDS RULES AND REGULATIONS / FIELDS PERMIT



CENTRAL FALLS
Diversity That Inspires



Mission Statement

Our mission is to provide essential services, facilities and programs necessary for the positive development and well-being of the community through the provision of parks, greenways, trails and recreational facilities while working in cooperation with other service providers in the community in order to maximize all available resources.

The Central Falls Parks and Recreation Department coordinates and issues permits for the use of athletic fields in the city of Central Falls. The purpose of this policy is to outline procedures and allocation priority for permitted use of athletic fields. The Parks and Recreation department will monitor proper use of permits and priority will be given to Central Falls residents. The Parks and Recreation may charge to recover public cost to operate, maintain, supervise, and administer the use of athletic facilities.

Parks and Recreation Leadership

Alberto Rivas – Parks and Recreation Director
Office Line: 401-616-2442
Mobile Line: 401-484-3137
Email: Arivas@centralfallsri.us

Mavy Pineda – Parks and Recreation Deputy Director
Office Line: 401-616-2485
Mobile Line: 401-519-8228
Email: Mpineda@centralfallsri.us

Athletic Fields Address

Francis L Corrigan Sports Complex (Higginson/Ivan Perez Field)

10 Higginson Ave, Central Falls, Rhode Island



Macomber Stadium: 968 High Street, Central Falls Rhode Island.



Louis C. Yip Soccer Field: 1304 High Street, Central Falls, Rhode Island



Project Goal Mini-Pitch: 56 Ledge Street, central Falls Rhode Island



Process of Obtaining Permits

Field Use Request

Request to permit the use of City of Central Falls athletic fields are made through the Parks and Recreation Department. Each organization is required to sign and submit a field usage permit for use of facilities. Approval is given according to priority and after fees are paid and proof of insurance is submitted to Central Falls Parks and Recreation admin.

Permit Procedures

An athletic field use request form is required and must be submitted at a minimum of 15 days prior to the requested use date. Proof of insurance must be submitted prior to a permit is being issue. Payment is due in full at the time the permit request is submitted.

Insurance requirements, Fee payments, Permit cancellation, and Refunds

Insurance requirements

Facility user shall secure and maintain throughout the period of use contemplated under this agreement, general liability insurance from a company authorized to do business in the State of Rhode Island with policy limits of not less than \$1,000,000 per occurrence. There is a requirement of a \$2,000,000 policy limit if alcohol shall be served pursuant to the proper permit.

Permit Cancellation and Refunds

Permits may be canceled and/or rescheduled. Permits canceled by the Parks and Recreation department or due to forecast may be rescheduled as availability allows or may be refunded in full. Permits cancelled by the user at least 10 days working days prior to the event will be refunded in full. No refunds will be issued if permitted use is canceled within fewer than 10 days.

Fee payments

- Leagues - Payment is due at time that permit is submitted.
- Individuals - Payment is due at time that permit is submitted.
- Tournaments - Payment is due at time that permit is submitted.
- **Payments via check or money order are accepted ONLY.**
- All organizations hosting tournaments on City fields must meet with Recreation staff at least 30 days prior to the tournament date to complete a tournament checklist form. Tournaments applicants must receive City approval to sell food or use concession stand. This approval must be noted on the permit prior to use.

CENTRAL FALLS PARKS AND RECREATION DEPARTMENT ATHLETIC FIELDS RULES AND REGULATIONS



Macomber Field – Turf Field

USERS	SOCCER	BASEBALL	FOOTBALL	<i>With Lights (Per hour)</i>
CF Non-Profit Youth Organizations 75% CF youth Requirement	\$25 3-hour block. \$10 for any additional hour.	\$25 3-hour block. \$10 for any additional hour.	\$25 3-hour block. \$10 for any additional hour.	+ \$20
CF Non-Profit Adult Organizations 75% CF adult requirement	\$50 3-hour block. \$10 for any additional hour.	\$50 3-hour block. \$10 for any additional hour.	\$50 3-hour block. \$10 any additional hour.	+ \$20
Non-Profit Youth and Adult organizations outside of CF (Requests granted per availability as determined by Parks & Recreation Department)	\$50 3-hour block. \$20 for any additional hour.	\$50 3-hour block. \$20 for any additional hour.	\$50 3-hour block. \$20 for any additional hour.	+ \$20
Public Recreational Use (Requests granted per availability as determined by Parks & Recreation Department)	\$50 3-hour block. \$20 for any additional hour.	\$50 3-hour block. \$20 for any additional hour.	\$50 3-hour block. \$20 for any additional hour.	+ \$20
For-Profit organizations outside of CF (Requests granted per availability as determined by Parks & Recreation Department)	\$50 3-hour block. \$20 for any additional hour.	\$50 3-hour block. \$20 for any additional hour.	\$50 3-hour block. \$20 for any additional hour.	+ \$20

CENTRAL FALLS PARKS AND RECREATION DEPARTMENT ATHLETIC FIELDS RULES AND REGULATIONS



Francis L Corrigan Sports Complex

USERS	SOCCER TURF FIELD	FOOTBALL- TURF FIELD	SOFTBALL./BASE BALL GRASS FIELD <i>No Lights Available</i>	<i>With Lights (Per hour)</i>
CF Non-Profit Youth Organizations 75% CF youth Requirement	\$25 3-hour block. \$10 for any additional hour.	\$25 3-hour block. \$10 for any additional hour.	\$15 3-hour block. \$10 for any additional hour.	+ \$20
CF Non-Profit Adult Organizations 75% CF adult requirement	\$50 3-hour block. \$10 for any additional hour.	\$50 3-hour block. \$10 for any additional hour.	\$30 3-hour block. \$10 for any additional hour.	+ \$20
Non-Profit Youth and Adult organizations outside of CF (Requests granted per availability as determined by Parks & Recreation Department)	\$50 3-hour block. \$20 for any additional hour.	\$50 3-hour block. \$20 for any additional hour.	\$30 3-hour block. \$20 for any additional hour.	+ \$20
Public Recreational Use (Requests granted per availability as determined by Parks & Recreation Department)	\$50 3-hour block. \$20 for any additional hour.	\$50 3-hour block. \$20 for any additional hour.	\$30 3-hour block. \$20 for any additional hour.	+ \$20
For-Profit organizations outside of CF (Requests granted per availability as determined by Parks & Recreation Department)	\$50 3-hour block. \$20 for any additional hour.	\$50 3-hour block. \$20 for any additional hour.	\$30 3-hour block. \$20 for any additional hour.	+ \$20

FOR RENTALS OF THE FRANCIS L CORRIGAN HIGGINSON SPORTS COMPLEX PARKING LOT:

FEE:

\$50 PER HOUR
+ \$20 PER HOUR FOR
ELECTRICITY USE

At the conclusion of the event, it is the responsibility of the organization and individual identified as the person in charge of the permit for the removal of trash and any equipment that is brought onto the parking lot.

Organization and individual identified as the person in charge of the permit must also follow all City departments' protocols.

CENTRAL FALLS PARKS AND RECREATION DEPARTMENT ATHLETIC FIELDS RULES AND REGULATIONS



Louis C. Yip Soccer Field

USERS	PRICING
CF Non-Profit Youth Organizations 75% CF youth Requirement	\$15 3-hour block. \$10 for any additional hour.
Non-Profit Youth organizations outside of CF (Requests granted per availability as determined by Parks & Recreation Department)	\$30 3-hour block. \$20 for any additional hour.
Public Recreational Use (Requests granted per availability as determined by Parks & Recreation Department)	\$30 3-hour block. \$20 for any additional hour.
For-Profit organizations outside of CF (Requests granted per availability as determined by Parks & Recreation Department)	\$30 3-hour block. \$20 for any additional hour.

CENTRAL FALLS PARKS AND RECREATION DEPARTMENT ATHLETIC FIELDS RULES AND REGULATIONS



Project Goal Mini-Pitch

USERS	FUTSAL	<i>With Lights (Per hour)</i>
CF Non-Profit Youth Organizations 75% CF youth Requirement	\$15 3-hour block. \$10 for any additional hour.	+ \$20
Non-Profit Youth organizations outside of CF (Requests granted per availability as determined by Parks & Recreation Department)	\$30 3-hour block. \$20 for any additional hour.	+ \$20
Public Recreational Use (Requests granted per availability as determined by Parks & Recreation Department)	\$30 3-hour block. \$20 for any additional hour.	+ \$20
For-Profit Youth organizations outside of CF (Requests granted per availability as determined by Parks & Recreation Department)	\$30 3-hour block. \$20 for any additional hour.	+ \$20

Facility Regulations

Field Rules

- Field use permit must be available during use and presented to Parks and Recreation staff upon request.
- It is the responsibility of the organization individual identified as the person in charge of the permit to enforce the rules and regulations and well as making sure coaches receive and understand that permit must be on site during field usage and rules will be enforced.
- Use begins and ends at the times stated on the permit including set up and clean up.
- Selling food or other items is not allowed without Parks and Recreation department approval and must be noted on the permit.
- Spectators are NOT allowed on the playing field at any time. Must remain outside of field fence.
- Hitting, throwing, or kicking balls into fences is not allowed.
- No banner is to be hung on or around the field without Recreation Department approval.
- Deposit all trash in designated trash and/or recycling receptacles.
- Climbing on the fence, backstop is not allowed.
- Dogs or pets of any kind are prohibited on facility perimeter.
- NO SMOKING OR VAPING ALLOWED
- Bicycles, scooters, roller blades, skateboards are NOT allowed to be used on facilities. Bicycles are to be placed in designated area.
- No standing or walking on the landscaped areas or the flower beds.

Field Rules for Coaches and Players

- For patron safety, only Parks and Recreation staff, players, coaches, and referees are allowed on athletic fields. All spectators must remain outside of field fence.
- Rubber cleats, turf shoes, or sneakers are allowed ONLY. Metal cleats, screw-in plastic cleats, high heeled shoes, and long spikes or are not permitted.
- All cleats must be cleaned of dirt, grass, and debris before using turf field.
- While practicing teams must alternate field area.
- No stakes, post, poles of any kind may be driven into the turf.
- Motorized vehicles or bikes are not allowed on fields.
- No picking or pulling of the grass fibers or infill material on the field.
- No food or drinks on the field except for water. (i.e., gum, sunflowers seeds, Gatorade)
- No glass containers allowed.
- Soccer goals and benches must be carried and are NOT to be dragged on field.
- The field is to be left the way it was found. This means, removal or replacing of equipment that your group brought or moved onto the field.
- Coaches are responsible to inquire about the health condition of each player and assistant to determine if anyone is experiencing symptoms associated with COVID-19. Anyone experiencing symptoms should be asked to return home.
- At the conclusion of games or practices each user group is responsible for removing their trash in their designated areas and depositing it into the proper trash bins.

CENTRAL FALLS PARKS AND RECREATION DEPARTMENT

ATHLETIC FIELDS RULES AND REGULATIONS



Track Rules:

- Spectators are NOT allowed on track at any time.
- Soccer or football cleats are NOT allowed on the track.
- All cleats must be cleaned of dirt, grass, and debris before using the track.
- No food or drinks on the track except for water
- Bicycles, scooters, rollerblades, skateboards are NOT allowed on the track.

Potential Penalties

- Suspension of Coach, Player, Spectator or Team
- Cancellation of team reservations without a refund
- Expulsion of Coach, Player, Spectator or Team

The team, group and/or organization will be held financially responsible for damages and or/ services rendered to correct damages as result of these violations.

- Any violations of such permits, conditions, and/or limitations may be grounds for revocation of such permit and denial of future applications for permit submitted by such team, group, and organization.
- Referral of incident to the Central Falls Police Department

Questions?

Contact the Central Falls Parks and Recreation Department at (401) 727-7455

ATHLETIC FIELDS PERMIT

NAME OF ORGANIZATION		
ADDRESS OF ORGANIZATION		
AUTHORIZED CONTACT PERSON:		TITLE:
CONTACT PHONE:	CELL:	EMAIL:
INSURANCE COMPANY:		COVERAGE AMOUNT:

DATE EVENT:	RAIN DATE:	START/END TIME OF EVENT:
EXPECTED ATTENDANCE: <small>MORE THAN 50 REQUIRES POLICE SIGNATURE</small>		

LOCATION REQUESTED

HIGGINSON AVE SPORT COMPLEX _____ TURF FIELD _____ GRASS FIELD _____ SOFTBALL FIELD _____	MACOMBER STADIUM _____	LOUIS C. YIP SOCCER FIELD _____	
SPORT SOCCER: _____	BASEBALL: _____	FOOTBALL: _____	BASKETBALL: _____
OTHER: _____ DESCRIPTION OF EVENT:			

ADDITIONAL INFORMATION

DO YOU NEED ACCESS TO ELECTRICITY? (POTENTIAL FEE) YES _____ NO _____
ADDITIONAL TRASH RECEPTACLES NEEDED? YES _____ NO _____
ARE YOU SERVING FOOD/BEVERAGES? YES _____ NO _____
IS ANYTHING BEING SOLD? YES _____ NO _____
WILL YOU BE USING TENTS (IF YES, FIRE APPROVAL NEEDED) YES _____ NO _____
USE OF VEHICLES (IF YES, POLICE APPROVAL NEEDED) YES _____ NO _____

PARKS & RECREATION DEPARTMENT SIGNATURE OF OFFICIAL: _____
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FIRE DEPARTMENT APPROVED: _____ NOT APPROVED: _____ ATTENDANCE LIMIT: _____ COMMENTS/RESTRICTIONS: _____ SIGNATURE OF OFFICIAL: _____
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POLICE DEPARTMENT APPROVED: _____ NOT APPROVED: _____ # OF DETAIL OFFICERS: _____ COMMENTS/RESTRICTIONS: _____ SIGNATURE OF OFFICIAL: _____
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CENTRAL FALLS PARKS AND RECREATION DEPARTMENT ATHLETIC FIELDS RULES AND REGULATIONS



8. No person shall erect any tent, canopy, awning or similar structure in any field, except as may be authorized by the Director of Parks and Recreation.
9. Unless a permit for alcohol use, sale and consumption is granted by the city council or board of license commissioners, it shall be unlawful for any individual or group of individuals to use, sell or possess alcoholic beverages anywhere within fields facilities.
10. No person shall take, pluck, injure, destroy, cut, mark or deface any flower, root, plant, shrub, tree, building, fence, monument or any other property in any recreational facility.
11. No person shall cast litter in and upon any portion of any park, playground or recreational area in the City of Central Falls.
12. Any person or organization planning, organizing, conducting, or otherwise promoting any activity to take place in any recreational area or any portion thereof must obtain liability insurance for the event in an amount not less than \$1,000,000 and must name the City of Central Falls as co-insured. This requirement shall be waived when the requested activity is a political or religious exercise of the applicant's First Amendment Rights and strict enforcement of this requirement would effectively prohibit the activity.
13. Additional fees may be charged for those costs which are incurred by the City for damages more than the damage deposit including but not limited to personnel costs, and any costs incurred for the replacement or repair of the damaged property.
14. All applicants for a permit with an anticipated attendance of 100 persons or more must obtain security approval from the Central Falls Police Department and the applicant is responsible for all costs incurred because of any arrangements made by the applicant for said security with the Police and Fire Departments.
15. Any Violations of these regulations shall be an offense punishable as provided by the Revised Ordinances of the City of Central Falls, as amended.
16. (Initial) _____ I attest that all the information submitted in my application is true to the best of my knowledge. (Initial) _____ I have read and agree to all the rules and restrictions mentioned in this application/permit.

General Release & Indemnity Agreement

The organization as listed on the front of this application for permit, in consideration of the permit granted by the City Council, Mayor, or Director of Parks and Recreation, as requested hereby remises, releases and forever discharges the City of Central Falls, its respective employees, agents, officers, attorneys and assigns from all manner of actions, causes of actions, debts, dues, claims and demands both in law and equity, more especially any and all claims as a result of the issuance of this permit and or use of any City Property, including, but not limited to, property damages and personal injuries resulting from the same.

Applicant Full Name: _____

Applicant Signature: _____

Date: _____