

Sport Field Application Valley Ridge Park



SeaTac Parks & Recreation Department
13735 24th Ave. S., SeaTac, WA 98168
Phone: 206.973.4781
sportfieldrentals@seatacwa.gov

Valley Ridge Park
4644 S. 188th St
SeaTac, WA 98188

Organization/Name _____ Contact Name _____
 Address _____ City _____ State _____ Zip Code _____
 Cell Phone (____) _____ Alternate Phone (____) _____ Fax (____) _____
 Email _____ Estimated Attendance _____

- ✓ Check Activity: Soccer Baseball Softball Other _____
 ✓ Is this a Tournament? No Yes (If this is a tournament, you must complete the attached Tournament Host Checklist.)

Single Use:

Field	Days	Dates	Block Times
Field #1 (synthetic turf)			
Field #2 (synthetic turf)			
Field #3 (synthetic turf)			
Field #4 (synthetic turf)			

For field use involving multiple dates, please use the separate page provided with this packet to submit your specific request. You still need to follow the block booking timeslots. (See block booking timeslots below.)

Block Booking Timeslots: Monday through Sunday, 8-11 AM, 11-2 PM, 2-5 PM¹, 8-11 PM²

¹Priority Use: M-F; 2-5 PM – Highline School District (SeaTac schools only)

²Priority Use: M-F; 5-8 PM – SeaTac sponsored youth group

Fees:

Field Use (Hourly fee, per field. Two hour minimum) \$65 – Resident*\$80 – Non-Resident
 Field Lights (Per hour) \$30/hour
 Tournament (Per day, 4 field use. Must rent all 4 fields.) \$3,200/day/complex**

*To qualify for the resident rate, leagues need to show that 51% of their rosters reside in SeaTac.

** A deposit is required for all tournaments. The deposit is equal to one field's rental for one day.

Release of Liability and Hold Harmless- For and in consideration of the City of SeaTac allowing use of its sports fields, the applicant/organization hereby agrees to Defend, Indemnify and Hold Harmless the City of SeaTac, its officials, officers, employees, agents and volunteers harmless from any and all claims, demands, losses, actions and liabilities (including costs and all attorney fees) to or by any and all persons or entities including, without limitation, their respective agents, licenses and representatives, arising from, resulting from, or connected with the use of the premises, or from any error or omission of the undersigned, its partners, shareholders, officers, agents, employees, invitees, volunteers, or by the breach of this Sport Field Application, unless such injury or damage is caused by the sole negligence of the City of SeaTac.

Insurance - All organizations or individuals must provide a Certificate of Liability Insurance from an insurance company licensed to conduct business in the State of Washington, which covers their full period of use. A photocopy of the insurance certificate is required, and the insurance must provide a general liability policy with minimum coverage of \$2,000,000. This policy must also name the City of SeaTac as a Primary Non-Contributory Additional Insured.

In the event the applicant is a corporation, partnership, association, club, or group, the person signing this agreement for such entity represents to the City that he/she has full authority to sign such contract and, in the event that he/she is not so authorized that he/she will be personally liable for the faithful performance of this agreement. The terms and conditions, together with the attached rules and regulations shall constitute a contract between the applicant and the City of SeaTac.

I have been provided a copy of and read City of SeaTac Rules and Regulations for Sport Field Use. I have also read and understand the above printed Release of Liability and Hold Harmless, the above printed insurance requirements, and the attached guidelines related to Covid-19.

Applicant's Signature

Date



Date(s) of Event _____

Valley Ridge Park Tournament Host Checklist

Tournament Host Name: _____ Contact Phone: _____

Host Representative during event: _____ Contact Phone: _____

City Contact Numbers
Parks Maintenance Shop - 206.973.4781
Field Condition Line - 206.973.4679 (recorded message)
Community Center - 206.973.4680 (staffed until 9:30 p.m.)
Park Maintenance Staff – Provided by Operations Supervisor

Tournament Fees

Tournament (Per day, 4 field use. Must rent all 4 fields.)\$3,200*

Lights (Per hour)\$30/hour

**Deposit – A deposit is required for all tournaments. The deposit is equal to one field’s rental for one day.*

	Starting Time (No starts prior to 8 a.m.)	Type of Use
Field 1 (synthetic turf)		<input type="checkbox"/> Soccer <input type="checkbox"/> Baseball <input type="checkbox"/> Softball <input type="checkbox"/> Other
Field 2 (synthetic turf)		<input type="checkbox"/> Soccer <input type="checkbox"/> Baseball <input type="checkbox"/> Softball <input type="checkbox"/> Other
Field 3 (synthetic turf)		<input type="checkbox"/> Soccer <input type="checkbox"/> Baseball <input type="checkbox"/> Softball <input type="checkbox"/> Other
Field 4 (synthetic turf)		<input type="checkbox"/> Soccer <input type="checkbox"/> Baseball <input type="checkbox"/> Softball <input type="checkbox"/> Other
Use of electrical service? (200 amp 120v GFI) <input type="checkbox"/> Yes <input type="checkbox"/> No What will the electrical service be used for? _____ Duplex receptacle behind each backstop.		
Do you need portable mounds? <input type="checkbox"/> Yes <input type="checkbox"/> No Distance: _____		
Do you need portable fencing? <input type="checkbox"/> Yes <input type="checkbox"/> No Distance: 200' or 225' (circle one)		
Will there be a concessions vendor? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Estimated Attendance: _____		

After your application is received, a City of SeaTac representative will contact you to discuss the details of your tournament. A valid credit card will be required to be placed on file for tournament charges.

By signing below I acknowledge that I have read the Use Guidelines on reverse.

Applicant’s Signature: _____ Date: _____

Use Guidelines

I. Requirements

- A. To receive tournament rate at Valley Ridge Park, all synthetic turf fields must be reserved. Otherwise, fields will be charged at the hourly rate.
- B. Tournament deposit of \$500 will be due when scheduled. Deposit will be applied as part of the payment if not cancelled.
- C. 50% payment of tournament field use, not to include light charges will be due 90 days in advance of tournament start date. Tournament requests within the 90 days will immediately require a 50% payment of tournament field use. For cancellations/refunds please review section V. below.

II. Time of Use

- A. Fields will be open for play from 8:00 a.m. to 11:00 p.m. unless approved by City of SeaTac Parks Operations Supervisor.
- B. Tournament use must abide by SMC 8.05.360 regarding public disturbance noise. Any noise that is considered disturbing is prohibited between 10 p.m. and 8 a.m.

III. Services Provided

- A. Facilities (Restrooms, field structures, hardscapes, turf, etc)
- B. The City or tournament hosts will not make facilities improvements or modifications to accommodate a tournament event.
- C. General Maintenance
- D. City staff will maintain restrooms, trash receptacles and litter pick up at levels to be expected of a large event.
- E. Field Maintenance
- F. City Maintenance staff, will prepare field for sport requested on application.
- G. Staff contact will be provided to the tournament host by Parks Operations Supervisor prior to the tournament date.

IV. Site Access

- A. Vehicle access to the park will begin at approximately 7:15 a.m. when the gate is unlocked.
- B. Access to the fields in advance of the tournament start time cannot be assumed due to other field usage and maintenance operations. Please contact the Parks Operations Supervisor to determine if advanced site access can be accommodated.
- C. Vehicle access to the complex is limited to vehicles that are assumed vital to the operation of the tournament such as concessions, umpires, supplies and host. Large vehicles or trailers access must be approved by Parks Operations Supervisor. Tournament host is responsible for all damage caused by vehicles entering the complex area.
- D. The City is not responsible for damage or loss incurred by the tournament host at the site.

V. Host Responsibilities

- A. At the end of each day the tournament host or their representative will secure gates to the complex. The tournament host will be responsible for any loss or damage when the complex is not properly secured.
- B. It is the responsibility of the tournament host to take down and dispose of any decorations, banners, flags and all other materials. When there is excessive trash, tournament host should provide can liners, dispose of the excessive trash and litter pick excessive debris generated by the event.
- C. Cleanup, take down, removal of all equipment and supplies will be complete by 11:00PM on the last scheduled day of the tournament.

VI. Cancellations/Refunds

- D. 61 or more days' notice = 100% refund of deposit & tournament payments
- E. 31 - 60 days' notice = 50% refund
- F. 30 days or less notice = no refund will be distributed

Overflow Parking is available for Valley Ridge Park

Due to the construction happening at Tyee High School, overflow parking at the school is not available through 2025.

The following overflow parking options are available for Valley Ridge Park users during the listed times only:

SeaTac City Hall

4800 S. 188th St., SeaTac

Monday-Thursday, 5:00-11:00 PM

Friday-Sunday, 8:00 AM-11:00 PM

Chinook Middle School

18650 42nd Ave. S., SeaTac

Fridays, 5:00-11:00 PM (Tournaments only)

Saturday & Sunday, 8:00 AM-11:00 PM

