HATTIE L. PRESTON INTRAMURAL SPORTS COMPLEX
RENTAL APPLICATION

RENTER INFORMATION

Name: _____ **Date:** _____

Organization: _____

Billing Address: _____

Home Phone: _____ **Work Phone:** _____

E-mail Address: _____

Renters' Status: WKU Member Community

(A COPY OF THE INSURANCE POLICY MUST BE ATTACHED)

FIELD USAGE INFORMATION

Number of Fields to be Rented (Maximum of 4)**:** _____

Date & Time Field(s) are to be Rented (Please List Below)

-Please attach a copy of the schedule for extended events and/or programs.

-Start time should be the time the gates need to be opened, and the end time should be the time that all participants will have left the facility.

Date:	Start Time:	End Time:

Purpose of Renting Field(s): _____

-A general explanation on the type of event (softball, flag football, practice, tournament, etc.)

FIELD SETUP INFORMATION

*Field setup is an additional fee depending upon the time of the event and the item requested. For a fee schedule and explanation of these items please review the rental section of our website at www.wku.edu/IMRec/complex.

Please Circle All That Apply: -Chalk Softball/Baseball -Line Flag Football Field -Line Soccer Field -Setup Fencing -Line Other Sport Field _____

*The Hattie L. Preston Intramural Sports Complex does not supply any playing equipment; however, the following equipment is available for rental. A schedule of the equipment rental fees is available on our website at www.wku.edu/IMRec/complex. Please indicate the amount required if needed.

___ Softball Ball ___ Softball Bat ___ Softball Glove ___ Pinnies (Jerseys) ___ Soccer Ball
___ Kickball Ball ___ Cones ___ Flag Football Flag Belt

COMPLEX STAFF USE

Proof of Insurance (YES/NO)

Rental Rate $_____ per Hour/per Field No. of Fields _____ No. of Total Hours _____

Additional Costs: $_____ Total Fee: $_____

Field Usage Authorized by: _____ Date: _____