

Smith River Sports Complex Facility Request Application



1000 Irisburg Road Axton, VA 24054
Phone: (276) 638-5200 Fax: (276) 638-1382
www.southernvirginiasports.com

Please read all information carefully and fill out as accurately as possible.

Event Name: _____

Organization Name: _____ Renter's Name: _____

Address: _____ City _____ State _____ ZIP _____

Phone: _____ Fax: _____ Email: _____

Secondary Contact Name: _____ Phone: _____

Facility Rental: Picnic Pavilion (2) _____ Meeting Room _____ Entire Complex _____

Sport: _____ Number of Fields: _____ Synthetic Turf (2) _____ Natural Grass (4) _____

Number of Goals: _____ Type: _____ Size: _____

Please check one: Youth Event _____ Adult Event _____

Number of Participating Teams: _____ Number of Games Anticipated: _____

Requested Date: _____

RENTAL REQUESTS (PER DAY):

Tents: _____ Tables: _____ Chairs: _____

PA System: _____ Walkie Talkies: _____ Scoreboards: _____(max. 2)

Trainers: _____ EMT: _____(max. 2) Security: _____(night/day)

SOUTHERN VIRGINIA RECREATION FACILITIES AUTHORITY
SMITH RIVER COMPLEX
RENTAL POLICY

The Southern Virginia Recreation Facilities Authority reserves the right to refuse use to any group due to conflicts with scheduled events, field conditions or activities that may cause long term damage to facilities.

A Facility Use Contract will be issued when an event is scheduled, which must be signed and returned with a stated security deposit at least 21 days prior to the scheduled event.

A check for the FULL amount of the fees must be received at least 14 days prior to the date of the event. If a check for all fees is not received 14 days prior, the security/damage deposit will be forfeited.

The security deposit will be refunded after the event if all fees have been paid and there is no damage to the complex.

Proof of insurance listing the Southern Virginia Recreation Facilities Authority as additionally insured must be included. Release of Liability must be completed, executed and returned with the reservation.

All fields can be reserved on an hourly or full-day basis. This includes access to a full field; fields can be divided for 3v3, 4v4, 5v5, etc and the applicable hourly rate will apply.

Reservations can be made by contacting Deborah Scarce, Office Manager, at the Southern Virginia Recreation Facilities Authority by phone 276-638-5200 or email dscarce@southernvirginiasports.com.

For event set-up contact the Sports Complex Director of Operations by phone or email. Billy Russo – 276-638-5200 – brusso@southernvirginiasports.com

Please mail check and completed agreement to:

Southern Virginia Recreation Facilities Authority OR SVRFA
C/O Smith River Sports Complex

Attn: Deborah Scarce
1000 Irisburg Road
Axton, VA 24054

Phone: (276) 638-5200
Fax: (276) 638-1382
Website: www.southernvirginiasports.com

No Event/Tournament is confirmed until the Application, Liability Agreement, and contract has been signed by the parties listed below.

****I, the undersigned, have read the above rental agreement and hereby understand and agree to abide by the rental policy and to pay the fees involved with the event.****

****Signature: _____ Date: _____***

For Office Use Only:

Registration Form included: _____ Deposit included: _____
Release of Liability signed: _____ Copy of Insurance included: _____
Number of teams: _____ Tournament fee: _____/ team
Gate fee: _____/ person _____/car _____
Approved: Yes _____ No _____