



2026

City of Othello – SPORTS FACILITY USE APPLICATION

OTHELLO PARKS & RECREATION | 81 E. PINE ST. | Othello, WA 99344 | (509) 331-2770

SPORT REQUESTED: ☐ SOCCER FIELD ☐ BASEBALL FIELD ☐ SOFTBALL FIELD ☐ FUTSAL COURT
☐ BASKETBALL COURT ☐ HOCKEY RINK ☐ SKATE PARK ☐ OTHER _____

PARK REQUESTED: ☐ LIONS ☐ TAGGARES ☐ KIWANIS (Futsal)

LIGHT REQUESTED: ☐ NO ☐ YES (additional charge) Lights on at _____ p.m.. Lights off at _____ p.m.

DURATION OF USE: ☐ Weekday ☐ Weekend

FIELDS REQUESTED: ☐ F1 ☐ F2 ☐ F3 ☐ F4 ☐ F5 ☐ F6 ☐ F7

PITCH RUBBER DISTANCE: ☐ 35' ☐ 40' ☐ 43' ☐ 50' **BASE DISTANCE:** ☐ 60' ☐ 65' ☐ 80'

SOCCER DIMENSIONS IF APPLICABLE: _____

MOUND REQUESTED: ☐ NO ☐ YES (See additional charge below) **TOTAL TIME REQUESTED:** _____

Do you plan to sell food, merchandise or services? ☐ YES ☐ NO

Do you plan to include vendors of goods or services? ☐ YES ☐ NO

The sale of anything by a vendor, the user or participants requires prior approval by the City of Othello. The Event Director is responsible for obtaining all permits for the sale and distribution of items including, but not limited to: City of Othello Business License, WA State Health Department Food Handler's Card and Adams County Health Department Temporary Food Establishment Permit. Proof of permits will be required fourteen (14) business days prior to event.

FIELD USE RULES & REGULATIONS

1. ALCOHOL IS NOT PERMITTED TO BE POSSESSED OR CONSUMED IN ANY CITY PARKS OR FACILITIES.
2. NO DRIVING AND/OR VEHICLES IN THE PARK.
3. NO NUTS, NO SEEDS AND NO PETS IN THE BASEBALL COMPLEX!
4. Any unauthorized entry and use of City property will be subject to the consequences of all laws of the City, County and State.
5. The City of Othello is not responsible for lost, stolen or damaged equipment, supplies or any other property that is used or left in a City facility.
6. The Event Director/Facility Renter takes full responsibility for the care and supervision of the facilities, is responsible for any
7. damage to City property and shall reimburse the City for such damages. Facilities must be left clean and free of debris after each use.
8. An adult must make the request for facility usage. Juveniles must always have adequate adult supervision during facility use.
9. Public Works has the authority to restrict sports field usage due to weather and field conditions.
10. City employees will turn lights on and off. Lights will be shut off after the scheduled time ends for each use.
11. No reservations will be made more than 30 days in advance.
12. Reservations must be reserved at a minimum of five (5) days in advance and paid in full. Rental fees will only be reimbursed if cancellation is received at City Hall three (3) or more days prior to reservation date.

The organization and individuals using public facilities agree to protect and to indemnify for costs, legal and other expenses the City, its officers, employees, elected officials and agents from all claims, liabilities or suits related to or arising from acts of omission of such organization or individuals in connection with the use of any such public facility.

I, the undersigned, have read the policies for the rental/use of City of Othello facilities and will abide by the attached policies.

EVENT DIRECTOR/RENTER SIGNATURE: _____ **DATE:** _____

FOR OFFICIAL USE ONLY:

RENTAL TYPE	FEE	UNIT	TOTAL
Practice Hourly Rental (No Lights, No Lines/Chalk)	\$15.25	____ Hours x \$15.25 x ____ # of Field(s) =	\$
Practice Hourly Rental (With Lights, No Lines/Chalk)	\$20.75	____ Hours x \$20.75 x ____ # of Field(s) =	\$
Game Rental (2hr) (With Lights if applicable, Painted Lines/Chalk)	\$44.50	____ Fields x \$44.50 per game =	\$
Portable Mound Rental	\$138.75	____ # of Mound(s) x \$138.75 =	\$
Futsal Court Rental (Up to twice per week- Fill out back of form)	\$30.50	____ Hour(s) x \$30.50 =	\$
APPROVED BY:	DATE:	RECEIPT #:	
		BALANCE DUE:	

EVENT ORGANIZER CONTACT INFORMATION

NAME OF ORGANIZER: _____
PURPOSE OF USE: _____

CITY/STATE/ZIP: _____
PHONE: _____

RENTAL DATE(S) & TIME(S): _____
EMAIL: _____

ALT. CONTACT & CELL #: _____
ESTIMATED ATTENDANCE: _____



FUTSAL COURT RENTAL OPTIONS

SELECT YOUR REQUESTED RENTAL DAY AND TIME

- **NOTE: Rental time begins promptly at the scheduled start time. Late arrivals will not receive additional time.**

WEEKDAY: ☐ 6 PM ☐ 7 PM ☐ 8 PM ☐ 9 PM

SATURDAY: ☐ 8 AM ☐ 9 AM ☐ 10 AM ☐ 2 PM ☐ 3 PM ☐ 4 PM ☐ 5 PM ☐ 6 PM ☐ 7 PM ☐ 8 PM ☐ 9 PM

SUNDAYS - UNAVAILABLE FOR RENTALS

TOTAL TIME REQUESTED: _____

COURT USE RULES & REGULATIONS

RULES

1. Futsal court hours are from 8:00 AM until 10:00 PM. The futsal court is for futsal play only. Exclusivity is for your paid rental time only.
2. The futsal court is unsupervised. All persons using the futsal court will do so at their own risk. The City of Othello is not liable for injuries or damages sustained by persons using the futsal courts. **USE AT YOUR OWN RISK.**
3. Proper futsal footwear is required. No person shall enter the Futsal court wearing steel or metal cleats of any kind. **(NO CLEATS)**
4. No bicycles, skateboards, roller skates, roller blades, strollers, carriages or children's toys or scooters of any kind are allowed in the futsal court.
5. Spectators should remain outside the fenced area.
6. No person shall bring in, distribute, have possession of, or partake of any alcoholic beverage, drug, tobacco or alcohol products of any kind or illegal substance. Title 11, Chapter 11.24 Sec. 11.24.020
8. No eating is allowed on the futsal court. No food, gum, seeds, candy or liquids are allowed on the futsal court. (only water)
9. No littering. Patrons must remove all trash and personal equipment brought in.
10. No children under the age of 13 are allowed without adult supervision.
11. The City of Othello is not responsible for lost or stolen items.
12. All animals are prohibited from being on the futsal court except for certified service animals.
13. Good sportsmanship is expected for all activities. Loud, foul or offensive language, fighting, threatening, bullying or any other inappropriate conduct is prohibited.
14. No climbing on the fence or equipment on the futsal court. Do not abuse the nets or other equipment.
15. Any person(s)/group(s) who disobey the rules are subject to ejection by the City of Othello pursuant to Title 11, Chapter 11.24 of the Municipal Code of the City of Othello.
16. Patrons of the futsal court must comply with all park and recreation rules in Title 11, Chapter 11.24 of the Municipal Code of the City of Othello.
17. The futsal court may be closed to the public at any time and for any interval of time for such reason(s) the City of Othello finds necessary, including but not limited to, maintenance purposes.
18. Use of the futsal court is limited to 1 hour if others are waiting to play unless the futsal court has been previously reserved through the City of Othello.
19. Use of the futsal court is on a first come first serve basis unless the futsal court has been previously reserved through the City of Othello.
20. The gate must be closed after the user(s) has exited the futsal court.

Reservation Requirements:

- All rentals must be booked in advance at the park's rental office. (Parks & Recreation Building at 81 E Pine St. or by calling 509-331-2770)
- Currently, all rental payments are processed at the city hall, 500 E. Main St.
- Rental time begins promptly at the scheduled start time. Late arrivals will not receive additional time.
- Full payment is required at the time of booking.

Rental Periods:

- Rental: Available time slots are for 1-hour bookings only.
- An individual can only book once (1) a day.
- An individual can only book up to twice (2) per week.
- An individual can only book two (2) weeks in advance.

Cancellation Policy:

- Cancellations must be made 24 hours.

Lighting:

- The courts are equipped with lighting for evening use.

I, the undersigned, have read the policies for the rental/use of City of Othello facilities and will abide by the listed rules and regulations on this page:

EVENT DIRECTOR/RENTER SIGNATURE: _____ **DATE:** _____