



**MEDFORD, MASSACHUSETTS
MAYOR BREANNA LUNGO-KOEHN**

**City of Medford Application for Use of Hormel Stadium or LoConte Rink
(Please fill out one application for each use requested per season)**

CONTACT INFORMATION:

Name of Organization:

Name of Applicant:

Contact Name:

Contact Title:

Address:

Telephone Number:

Cell Phone Number:

E-mail:

STADIUM OR RINK USE REQUESTED: (please check one)

Hormel Stadium _____

LoConte Rink _____

Sport, Activity or Event? _____

DATES OF REQUESTED USE:

From:

To:

Days:

Time:

Monday: to

Tuesday: to

Wednesday: to

Thursday: to

Friday: to

Saturday: to

Sunday: to



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For teams, leagues, or other sports organizations, please submit the following with your application:

1. Roster/List of Participants (If the current year has not been finalized, please submit the names and address for the prior year).
2. Schedule: (If the current year has not been finalized, please submit the schedule for the prior year).
3. Financial Report: For the most recent fiscal year (or budget for new entities).
4. Permit Fee: Checks payable to the City of Medford.

FEES: Fees must be submitted before permits will be approved. **Hormel Stadium rental use requires final approval from the Hormel Stadium Commission.**

LoConte Rink Rental Fee: Two-hundred dollars (\$ 200.00) per hour.

Hormel Stadium Rental Fee: One-hundred and forty-five dollars (\$ 145.00) per hour.

Application for Use

Applications can be obtained online at <https://www.medfordma.org/boards/hormel-stadium-commission/>. Applications can also be obtained in person at the Mayor’s Office at Medford City Hall.

Please return completed applications, fees and other required documentation, including proof of general liability insurance, naming the City of Medford as an additional insured, to Daria Tejera, (dtejera@medford-ma.gov), Executive Assistant to the Mayor, Room 202, 85 George P. Hassett Drive, Medford, MA 02155.

COMMISSION USE ONLY	APPROVED	DENIED	FEE PERMIT:
RECEIVED: Roster	Schedule	Financial Report	Insurance
			Payment Check#



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**CITY OF MEDFORD
RELEASE OF CLAIMS, INDEMNITY AND HOLD HARMLESS
AGREEMENT**

I, _____, the authorized representative of the Applicant identified on this form hereby agree to forever release the City of Medford, the Medford Public Schools and its employees, officials, agents, volunteers and any and all individuals assisting with use of the City of Medford's recreation spaces (the "Releasees") from any and all claims, right of action, causes of action, damages, costs, compensation and attorney's fees, that may have arisen in the past, or may arise in the future, directly or indirectly, from personal injuries to program participants resulting from any participation in a program of any kind using the City's recreational facilities and fields.

On behalf of said Applicant, I _____, also promise to indemnify, defend and hold harmless the Releasees against any and all legal claims and proceedings of any description that may have been asserted in the past, or may be asserted in the future, directly or indirectly, arising from personal injuries or damage to any City property resulting from any participation in a program using the City's recreational facilities or fields. I also promise to fully reimburse the City for any property loss or damage to any City property or field.

I further affirm that I have read this Consent and Release Form and that I understand the contents of this Form. I understand that participation in a program using a City facility or field is voluntary and that I am free to choose not to use such property. By signing this form, on behalf of the Applicant, I authorize participation in a recreational program using a City of Medford Public School facility or field with full knowledge that the Releasees will not be liable for any damage or injuries resulting from the use of City's facilities or fields, including but not limited to any risk from COVID-19.

The below individual hereby personally warrants and guarantees that he or she has the authority to bind the Applicant, each of the members of the Applicant's organization, and all participants in the use licensed, jointly and severally to the terms of this permit.

Applicant: _____

Signature: _____

Date: _____

Please print name: _____



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**CITY OF MEDFORD
STADIUM/RINK APPLICANTS
COVID-19 PLAN FOR EVENTS**

Permits for Hormel Stadium and LoConte Rink **must** have approval from the Board of Health. Please fill out the COVID-19 plan for the Board of Health to review and send the completed packet to Daria Tejera @ dtejera@medford-ma.gov. Upon final approval, your permit will be sent to you.

Applicant Name:
E-mail:

Organization:
Phone Number:

Applicant Address: _____

Please describe the event: _____

Number of Spectators:

Number of Staff:

Number of Participants:

Age(s) of Participants: (i.e. colleges, adults and youth)

Will you enforce everyone to wear face masks? Yes _____ No _____

Will you enforce social distancing? Yes _____ No _____

If yes, please explain how: _____

Person in Charge of Enforcement: _____

Will you provide hand sanitizer to spectators and participants? Yes _____ No _____

**85 George P. Hassett Drive, Medford, MA 02155
781-396-5500 * www.medfordma.org**



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Will you be able to provide the Board of Health a list of everyone attending the event, along with contact information, if requested? Yes _____ No _____

Will you have a port-a-potty for the event? Yes _____ No _____

If yes, how often will you sanitize and clean the bathroom?

Will you have signing at the event? Yes _____ No _____

Will you have instruments playing at the event? Yes _____ No _____

Will you be serving food? Yes _____ No _____

If yes, what type of food will be served? _____

Additional comments or information _____

By submitting this application, I hereby confirm on behalf of the applicant that I will agree to comply with all applicable state and City of Medford COVID-19 protocols currently in effect, including but not limited to sports protocols, gatherings limitations and COVID-19 travel orders/advisories, copies of which have been provided to me by the Board of Health. I understand that any license granted to me for use of City fields/facilities may be revoked at any time for any reason, including, but not limited to for the organization's failure to comply with applicable COVID-19 requirements.