

POLICIES AND PROCEDURES FOR USE OF TOWN OF CARY SAND VOLLEYBALL COURTS

These policies and procedures apply to the reservation of sand volleyball courts at North Cary Park or Green Hope Elementary School Park from the Town of Cary. These policies do not apply to any other facility for the Town.

Due to the number of reservations requested each year, we cannot guarantee availability at any facility at any time. Town of Cary programs and events have priority use on all courts.

Rules & Regulations

A. The Party signing the rental agreement/reserving courts online is held responsible for all damage or misuse of facilities and shall bear the full replacement cost for any breakage, loss, or damage.

B. Requests for rentals at facilities that have lights are limited to a 6:00 A.M. start time and an 11:00 P.M. end time unless special request for later hours is submitted to and approved by the Director of Parks, Recreation & Cultural Resources in writing. These times may be changed if a Town or statewide curfew is in effect.

C. The following shall be prohibited within or on the premises of the facility: smoking anywhere on the courts; alcoholic beverages; all illegal drugs and other substances; weapons of all kinds, except law enforcement officers in the execution of their duties and public demonstrations as approved by the Director of Parks, Recreation & Cultural Resources; use of profanity or profane gestures; any type of behavior that is detrimental to the normal operation of the facility or the safety of the public or employees; any other action deemed necessary by the Director of Parks, Recreation & Cultural Resources or their designee to protect the health and welfare of the public, employees, or the facility.

D. Parents or guardians must sign the rental agreement/reserve online for anyone under 21 years of age from youth groups requesting use of the facility and must provide adequate adult supervision.

E. Upon request of the Director of Parks, Recreation & Cultural Resources, police security may be required (at the group's expense) before a reservation request is approved.

F. Renters are responsible for picking up trash, ensuring teams/players are supervised, monitoring court wear and rotating impact areas to minimize wear.

G. RENTERS MUST VACATE THE FACILITY BY THE END OF THEIR RENTAL TIME. Renters who come in early or stay later than the hours requested on the application will be responsible for payment of additional rental fees and applicable charges.

H. FOOD, BEVERAGE OR OTHER SALES ARE PROHIBITED. Exception: Non-profit groups that have been approved by the Department Director.

I. Sand volleyball court rentals are rain or shine. Refunds for severe inclement weather may be offered if the rental group requests in writing, to sports@townofcary.org, no more than one business day after the rental.

Reservation Procedures

A. Groups or individuals can reserve sand volleyball courts week-of online at [RecTrac](#). Those wishing to reserve courts on a regular ongoing basis, or for weekend tournaments or events, can contact ted.jeffcoate@carync.gov for more information.

B. Staff will review all requests for ongoing or tournament use and coordinate with the submitter as needed to finalize details.

C. After the details of the reservation for ongoing or tournament use are finalized staff will email a rental agreement to the group or individual. The agreement must be signed and returned within 1 business day.

D. By signing the rental agreement, the group or individual accepts the schedule and fees as detailed on the agreement, as well as all relevant policies and procedures.

Payment of Rental Fees

A. Rental fees must be paid in full when renting the courts. Groups or individuals are required to place a payment method in RecTrac when creating their account.

B. Rental Fees for sand volleyball courts can be found at <https://www.carync.gov/recreation-enjoyment/facilities/sand-volleyball-courts>.

Insurance/Liability-required of renters of sand volleyball courts on an ongoing basis, and/or of courts for weekend rentals/events

A. Groups must submit a Certificate of Insurance 30 days prior to the rental. Cary Parks, Recreation and Cultural Resources reserves the right to cancel the rental if a Certificate of Insurance is not received. The rental name and date (or range) must be listed on the Certificate of Insurance.

B. Comprehensive general liability insurance is required with limits of at least one million dollars (\$1,000,000.00) per occurrence and two million dollars (\$2,000,000.00) aggregate.

C. The Certificate of Insurance must specifically list the "Town of Cary" as additional insured.

D. The policy shall ensure liability insurance shall not be canceled or coverage reduced without the insurance carrier first giving 30 days written notice to the Town of Cary.

Cancellation/Changes

A. The Cary Parks, Recreation and Cultural Resources Department reserves the right to cancel court reservations if deemed necessary to accommodate Town programs. Reservations will only be canceled under extreme extenuating circumstances and renters will be given the option to reschedule or receive a refund.

B. Changes to the rental agreement/online rental must be submitted in writing by the person listed on the agreement/securing the rental. In order to receive a credit or refund the request must be submitted as follows:

- Three (3) days in advance for week-of rentals (to sports@carync.gov)
- Fourteen (14) days in advance for ongoing hourly rentals (to ted.jeffcoate@carync.gov)
- Twenty-one (21) days in advance for half-day and full-day weekend rentals (to ted.jeffcoate@carync.gov)

For more information on Town of Cary sand volleyball court use priorities and rules, please see Town Policy Statement 28, Sports Facility Use, at

<https://carync.app.box.com/file/303910111859?s=2dww1wsqmpbidghm85gvuj7ftque8tjl>.

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