

RENTAL FEE SCHEDULE



GYMNASIUM HOURLY RENTALS:

Basketball/Volleyball Court	\$25/hr
Pickleball Court	\$12/hr
Shooting Machine	\$10/hr
Batting Cage	\$10/hr
Tarp Fee	\$40/rental
Meeting Room*	\$20/hr
Old Alvaton Gym* - Court Only	\$20/hr
Old Alvaton Gym* - Party Setup w/ Tables & Chairs (3 hr minimum)	\$30/hr

To rent, call the facility directly during hours of operation:

Ephram White Gym	Phil Moore/Old Alvaton Gym	Michael Buchanan Gym
270-282-8610	270-843-6665	270-282-8653

TENNIS FACILITY HOURLY RENTALS:

Tennis Court	\$12/hr
Tennis Ball Machine	\$12/hr
Racquetball/Wallyabl/Ping Pong Court	\$6/hr
Meeting Room*	\$20/hr
Playground	\$30/hr

To rent, call 270-285-5115 during hours of operation.

FACILITY FOBS (REQUIRED FOR AGES 12+):

Warren County Resident	\$5/yr
Non-Warren County Resident	\$12/yr
Seniors (Age 55+) and Military (w/ID)	50% off
First Responders (w/ID)	Free

OUTDOOR RENTALS:

Baseball/Softball Fields (M-F after 5pm & Sat/Sun)	\$12/hr	\$14 with lighting \$12/hr without lighting
Portable Mound		\$10/rental
Field Chalking		\$15/rental
Football/Soccer Grass Field		\$12/hr
Field Painting		\$65/rental
Portable Light Tower		\$30/hr
Hockey Rink (Cert. of Liability Req.)		\$14/hr
Chapel*		\$30/day
Standard Picnic Shelter		\$30/half day (4 hrs) \$50/full day (4+ hrs)
Corporate Picnic Shelter (BGP only)		\$40/half day (4 hrs) \$70/full day (4+ hrs)
Adaptive Water Sports Equipment		Free

To rent, contact WCPRD Admin Office at 270-842-5302.

Visit wcpd.recdesk.com/community to reserve shelters online and view available adaptive water sports equipment.

SENIOR CENTER:

Reservations* (4 hr minimum)	\$35/hr
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To rent, call 270-392-3534 during hours of operation.

OTHER:

League Sports Participant Fee (applies to all leagues)	\$15/participant
Transport Fee for Equipment	\$30/roundtrip per location
Field Dry	\$15/bag \$575/pallet (49 bags)

SPECIAL EVENTS & TOURNAMENTS:

Special Event & Tournament Application REQUIRED (warrencountyky.gov/parks-and-recreation)

Scheduled events that exceed closing times by more than 30 minutes will be subject to \$100/hour late fee for each hour or partial hour exceeding the limit.

Indoor Tournament Daily Fees:

Tennis Tournament (includes 6 indoor courts)	\$200/day (\$100 non-refundable deposit applies towards fee)
Basketball/Volleyball Court - Gym or Tennis Center	\$200/court/day (\$25/court non-refundable deposit applies towards fee)
Tennis Center Floor Conversion Fee per Event (in addition to tournament fees)	Pickleball or Volleyball: \$350/court/day Basketball: \$500/court/day

Outdoor Tournament Daily Fees:

Baseball/Softball Field	\$85/field/day or \$340/day for 4-field complex (non-refundable deposit of \$50/field or \$150/complex)
Tennis Tournament (6 outdoor courts only)	\$125/day (\$100 non-refundable deposit applies towards fee)

Special Event Daily Fees: (\$50 nonrefundable deposit applies toward fee)

Disc Golf Course Events	\$85/day
Walking/Cross Country Trail Events	\$100/day
Special Events in areas without assigned fees (concerts, fairs, etc.)	\$85/day

*All rentals for meeting rooms, chapel, Senior Center, and Old Alvaton Gym require a Facility Cleaning/Damage Credit Card Authorization Form to be signed on Member Account.

RENTAL FEE SCHEDULE



HOURLY RENTALS:

- All payments are required at time of reservation. Cash is not accepted.
- Card payments are subject to a small processing fee set by the credit card processing company. Sales tax is required for all rentals.
- Renters are required to adhere to rental policies and procedures.
- Renters must have a receipt (paper or digital) with them during rental.
- Cancellations by the renter will result in rental fees being credited to the member's household account.

SPECIAL EVENTS AND TOURNAMENTS DETAILS:

- A Special Event and Tournament Application (warrencountyky.gov/parks-and-recreation) is required for all special events including baseball, softball, volleyball, basketball, wrestling, archery, etc. tournaments, as well as all disc golf events, walks/runs, and other types of special events.
- A Security Contract may be required for some events; see Special Event and Tournament Application for details.
- All Special Event and Tournament Applications are subject to Director approval.
- Once notified that event has been approved, event coordinator must sign the digital contract and pay nonrefundable deposit within 10 business days. All nonrefundable deposits apply toward fees/costs of Special Event or Tournament.
- Card payments are subject to a small processing fee set by the credit card processing company. Sales tax is required for all rentals.
- One complimentary meeting room is provided with indoor tournaments (if available). Additional rooms rented at hourly rate.
- If extra portable restrooms or other infrastructure needs are required for event, event coordinator is responsible for costs.
- Tournament directors must pick up any stored field dry within 5 business days of the conclusion of their event. If not picked up, WCPRD has the right to dispose of any unused materials.
- An event schedule is required 8 days prior to event start date.
- Balance of fees and event insurance (certificate of liability) is due 5 business days prior to event start date.
- Special Events and Tournaments may be booked for only one year at a time. If event is not cancelled, the event coordinator will have 30 days to reapply for consideration for the following year and will only be considered for the same amount of space used for the recent event or tournament.
- If an event/tournament is cancelled in its entirety, by the event coordinator, any associated nonrefundable deposits are forfeited. If one or more locations are cancelled, but the event still occurs, the nonrefundable deposits associated with any cancelled facility/location are forfeited.
- WCPRD has the right to cancel, postpone, reschedule, or alter any rental reservation, event, or tournament at any time due to unforeseen circumstances including, but not limited to, scheduling conflicts, facility maintenance issues, hazardous weather, field conditions, or public health emergencies. If WCPRD cancels an event/tournament, any paid fees or deposits associated with the event/tournament shall be credited to the member's household account for future rescheduling.
- WCPRD reserves the right to cancel an event/tournament due to nonpayment of rental fees. Any associated nonrefundable deposits are forfeited.
- WCPRD has the right to negotiate additional rental terms per the WCPRD Event Application/Contract process.
- Event Coordinators shall procure, at their expense, general liability insurance with a minimum per occurrence limit of one million dollars (\$1,000,000) with a hold harmless clause naming WCPRD (2055 Three Springs Road, Bowling Green, KY 42104) as a "Certificate Holder," which shall protect WCPRD against all liability or claims due to injury to person or damage to property occurring in or about the premises during use by Event Coordinator. This is due at time of final payment.
- No vehicles are allowed on fields.
- Renting party may not deny access to any part of the facility to WCPRD staff.

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