



Student Involvement

KINESIOLOGY FIELD AGREEMENT FORM

TODAY'S DATE: \_\_\_\_\_

ORGANIZATION NAME: \_\_\_\_\_

APPLICANT: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

DATE(S) REQUESTED: \_\_\_\_\_

DESCRIPTION OF EVENT: \_\_\_\_\_

TYPE OF EVENT: \_\_\_ Practice \_\_\_ Competition \_\_\_ Tournament

PARTICIPANTS: \_\_\_ Fresno State Students Only \_\_\_ Visitors/Guests Included

TIME OF EVENT: \_\_\_\_\_ SET-UP TIME: \_\_\_\_\_ CLEAN-UP TIME: \_\_\_\_\_

EXPECTED ATTENDANCE: \_\_\_\_\_

OFFICIALS NEEDED? \_\_\_\_\_ HOW MANY? \_\_\_\_\_

**NO-SHOW POLICY:**

If your organization does not show up for your reservation, you will be required to pay the supervisor fee at the rate of \$12 per hour. Failure to pay the supervisor fee will result in loss of recognition, the cancellation of all reservations, and new reservations cannot be made until the fee is paid in full.

**TIME LIMIT:**

If your organization stays longer than your reservation time for the field, you will be required to pay the supervisor fee at the rate of \$12 per hour.

**CLEAN-UP/DAMAGE:**

Groups that use the facility are responsible for leaving the area in satisfactory condition and must accept responsibility for any damage or loss incurred as the result of its use. **Damaging the grounds or leaving the grounds in an unusually dirty or disorderly condition may result in the organization being billed for the cost of restoring the facility to its normal condition. Extensive damage will also result in denial of future facility use.**

**If a reservation is made for a Saturday or Sunday, the Grounds Manager will make a final determination by Friday at 3 p.m. if the field is not in condition to play on.**

By signing below, your organization agrees to the information listed above.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Advisor or Designee

\_\_\_\_\_  
Date

Reference # \_\_\_\_\_

Approved by: KIN ATHL RM PO UPD



## Student Involvement

### CAMPUS EVENTS CHECK LIST

1. Organization Name: \_\_\_\_\_
2. Name of Event: \_\_\_\_\_
3. Detailed description of Event: \_\_\_\_\_  
\_\_\_\_\_
4. Is your organization sponsoring this event for an off-campus organization?  Yes  No  
If yes, list name of organization and what they are providing? \_\_\_\_\_  
\_\_\_\_\_
5. How are you promoting your event? \_\_\_\_\_  
\_\_\_\_\_
6. Do you have event flyers/brochures?  Yes  No If yes, please submit it with this form
7. Expected attendance: \_\_\_\_\_  Students  Off-Campus Visitors
8. Will food be served or given to participants?  Yes  No  
If yes, where is food from?  Food Services  Potluck  Donation  
Other: \_\_\_\_\_
9. Will there be information booths/tables?  Yes  No  
If yes, how many? \_\_\_\_\_
10. Will there be vendor booths?  Yes  No  
If yes, how many and what will they be selling? \_\_\_\_\_  
\_\_\_\_\_
- Are you charging the vendors?  Yes  No
11. Will there be vehicle displays or RV's?  Yes  No  
If yes, how many? \_\_\_\_\_
12. Will electricity be needed?  Yes  No
13. Will there be performers or music?  Yes  No
14. Will there be any large exhibits?  Yes  No  
If yes, please describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
15. Other information about your event: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_