



LOS ALAMOS COUNTY

Facility Use Application and Release of Liability

Use of County Outdoor Facilities, Property and Recreation Facilities

FACILITY USE PERMIT IS REQUESTED, IN ACCORDANCE WITH THE LOS ALAMOS EXCLUSIVE USE OF COUNTY OUTDOOR PROPERTY AND FACILITIES ADMINISTRATIVE GUIDELINE # 1735

Application Date: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Day Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

FOR CAMPING:

For Individual RV Parking: Driver's License: \_\_\_\_\_ Vehicle License Plate #: \_\_\_\_\_

Camp May: Camp Sites (10): # \_\_\_\_\_ (Maximum RV Length 25') Entrance Park: Camp Sites (10): # \_\_\_\_\_

FOR RESERVATIONS: Expected Number of Attendees: 0 - 50 50 - 100 200+

Title: \_\_\_\_\_ E-mail: \_\_\_\_\_

Sponsoring Organization (if applicable): \_\_\_\_\_

Address/City/State/Zip: \_\_\_\_\_

Briefly describe event: \_\_\_\_\_

Start Date: \_\_\_\_\_ Finish Date: \_\_\_\_\_

Event Start Time (Include Set-Up Time): \_\_\_\_\_ Finish Time (Include Clean-Up Time): \_\_\_\_\_

Do you need any amenities? To be provided by County (\*\*where available): Electricity\*\* Field Lights\*\* Tennis Court Lights\* Power Panel To be provided by Event Organizer: Tents Port-a-Potties

Additional Permits:

Is this event open to the public? Is this for league play? Will you be having a band or amplified music? Will you be having alcohol at your event? Will you be closing any roads or parking lots? NO YES: Liability insurance required naming the County as Additional Insured NO YES: Copy of League Schedule Required NO YES: Noise Permit Required from Community Development Department NO YES: LAC Alcohol Use Permit & NM State Special Dispenser Permit Required NO YES: Traffic Permit Required from LAC Traffic & Streets Division Received: (505) 662-8120 Received: (505) 662-8113

LA SHELTER/PAVILIONS

- Ashely Pond All Ashley Pond Table # Barranca Mesa Pavilion Camp May Pavilion\*\* East Park Pavilion\*\* North Mesa Pavilion North Mesa Shelter # Urban Pavilion

SPECIAL USE

- BMX Track, LA Disc Golf Course, LA Disc Golf Course, WR RC Track, WR Sail Plane Field, WR Skate Board Park, LA Skate Board Park, WR

TENNIS COURT\*\*

- 36th Street (1) Barranca (3) Canyon (2) Myrtle Street (1) Piñon, WR\*\* (3) Rover, WR (2) Urban\*\* (4)

OVERLOOK FIELDS

- Softball #1 Softball #2 Softball #3 Softball #4 Softball - X-Lovato\*\* Baseball - Virchow\*\* Baseball - Byers Baseball - Minors A Baseball - Minors B Soccer - Spirio #1 Soccer - Spirio #2 Soccer - Spirio #3 Soccer - Dara Jones

NORTH MESA FIELDS

- Softball - Bun Ryan\*\* Baseball - Bomber\*\* Baseball - Seniors\*\* Baseball - Lou Caveglia\*\* Baseball - Minors Baseball - T-Ball Soccer - Jim Flint Volleyball

WR SHELTER/PAVILIONS

- Piñon Pavilion, WR Rover Shelters, WR # Rover Pavilion, WR Overlook Shelters, WR # Overlook Point, WR

NORTH MESA ARENAS

- Brewer\*\* Covered\*\* (max. occ. 49) Dressage Flash Jump Equestrian Therapeutic

OTHER SPORTS FIELDS

- Community - Soccer Watanabe - Soccer Western Area - Soccer Urban Park - Baseball Urban Park - Soccer Urban Park - Volleyball

\*\*No Electricity available at these parks/pavilions

\*\*Lighting available at these locations only.

RECREATION FACILITIES: Require special approval of Facility Manager\*

Aquatic Center: All Lane/s # Lawn Parking Lot: All Section: Training Room (Max. Occ. 50) Chairs Needed: NO YES: # Tables Needed: NO YES: # Ice Rink: All Ice Sheet Locker Rooms # Warming Hut (Max. Occ. 50) Chairs Needed: NO YES: # Tables Needed: NO YES: #

~ READ AND SIGN BACK PAGE FOR LIABILITY RELEASE INFORMATION ~

**LOS ALAMOS COUNTY  
AGREEMENT AND RELEASE OF LIABILITY  
(Pursuant to Administrative Procedure Guideline No. 1735)**

- Attach proof of liability insurance, league schedules and any additional information required.
- Applicant has the authority to bind the above company/organization & agrees to release and indemnify the County for losses, damages & liabilities as a result of this event.
- Applicant has read and agrees to comply with the Administrative Procedures Guidelines for Use & Rental of County Outdoor Facilities and Property, Sale, Service & Consumption of Alcoholic Beverages at County Properties and understands the conditions by which this permit is issued.

**Risks or hazards inherent in the activity that may cause damage to property, illness, bodily injury or death include, but may not be limited to:** Tripping or falling; animals; adverse weather; vehicle mishap; cuts; scrapes; sprains; breaks; assault; or battery.

I acknowledge that there are certain hazards and risks inherent in this activity, and I understand and appreciate the nature of the risks. I understand that these hazards or risks could result in property damage, illness, bodily injury or death to myself, my family members, or my guests. I agree to fully explain these risks to my family members and my guests prior to the activity.

The activity will take place, at least in part, on lands owned by Los Alamos County; an Incorporated County of the State of New Mexico and this Agreement and Release of Liability is given for the benefit of the COUNTY.

In consideration of LOS ALAMOS COUNTY allowing access to County property, I hereby accept all risk to property damage, illness, injury or death that may be suffered by myself, my family members, or my guests as a result from such participation, and I hereby release the COUNTY, their governing body, officers, employees and representatives, estates, heirs, next of kin, and assigns for any and all claims and causes of action for loss of or damage to property of myself, my family members, or my guests and for any and all illness or injury to myself, my family members, or my guests, including death, that may result from or occur during participation in the activity, whether caused by negligence of the COUNTY, their governing body, officers, employees, or representatives, or otherwise, and hereby agree to indemnify and hold harmless COUNTY from and against any and all claims, liabilities, damages and costs and expenses that may arise as a result of participating in the activity.

I have carefully read this statement and understand it to be a **release of all claims and causes of actions** for illness, injury or death to myself, my family members, or my guests or loss or damage to the property of myself, my family members, or my guests that occur while participating the described activity and an agreement to **indemnify** the County for losses, damages, and liabilities that may arise as a result of participation in the activity. **In the event I am legally precluded from extending indemnification to the County, I will be required; nevertheless, to agree to be responsible for all claims and damages arising from personal injury or damage caused to persons or property resulting from my activities, subject to all applicable immunities and exceptions.** This release of liability is voluntary given.

I agree to fully comply with all applicable local, state or federal laws, rules and regulations.

\_\_\_\_\_  
Authorized Agent (must be 18 years of age or older) – Please Print Name

\_\_\_\_\_  
Authorized Agent (must be 18 years of age or older) - Signature

\_\_\_\_\_  
Date

**FOR STAFF USE:**

Schedule Type:     Local League/Org     LAPS Use     LACDC Use     Other: \_\_\_\_\_

**Date Received:** \_\_\_\_\_    **Staff Who Received:** \_\_\_\_\_    **Permit #:** \_\_\_\_\_

**These facilities require special approval by the Facility Manager:**     Ice Rink     Aquatic Center Lawn     Aquatic Center Parking Lot

Facility Manager Approval:     Yes     No    Facility Manager: \_\_\_\_\_    Date: \_\_\_\_\_

**If any marked YES – Required that Parks Division be informed via email: Send to Jeff Humpton and Kim Trujillo**  
**Date Informed:** \_\_\_\_\_    **Staff:** \_\_\_\_\_

- |  |                             |                              |                 |
|--|-----------------------------|------------------------------|-----------------|
| <input type="checkbox"/> Pre/Post Event Facility Walkthrough Required? | <input type="checkbox"/> NO | <input type="checkbox"/> YES |                 |
| <input type="checkbox"/> Electricity/lights/power panel required       | <input type="checkbox"/> NO | <input type="checkbox"/> YES |                 |
| <input type="checkbox"/> Maintenance Runs Required                     | <input type="checkbox"/> NO | <input type="checkbox"/> YES | How Many: _____ |