



# OUTDOOR FACILITY PERMIT RULES & REGULATIONS

1. Outdoor facilities and permits are subject to all municipal ordinances in addition to all rules and regulations governing outdoor facilities and can be terminated immediately at the discretion of the MPS Department of Recreation & Community Services (Milwaukee Recreation). Permits issued must be presented on site in order to ensure access. Groups requesting use of live music or loud music must obtain a **noise permit** from the City of Milwaukee.
2. A current **Certificate of Liability Insurance** may be requested from a group when the activity is deemed dangerous or outside of the scope of a sporting event, as determined by Milwaukee Recreation. The certificate must show coverage for Commercial General Liability Insurance at a minimum of \$1,000,000 per occurrence, \$2,000,000 for general aggregate. Milwaukee Board of School Directors must be named at the "certificate holder" as well as "additional insured" on the certificate.
3. The permit holder will be responsible for the costs incurred in connection with use of the facility. The current costs and payment schedule are outlined on the Outdoor Permit Rental Rates document. Additional costs may be incurred if additional clean-up is needed after the event. Your organization will be invoiced for additional costs.
4. No **monies** are to be exchanged or **contracts** signed on Milwaukee Recreation property.
5. Use of Milwaukee Public Schools outdoor facilities shall not be granted to individuals or groups whose purpose in using the facilities is for **fundraising activities or to make a commercial gain or personal profit**.
6. The use/possession of **alcohol, tobacco, controlled substances, pepper spray and weapons** are strictly prohibited on any property of Milwaukee Public Schools.
7. **Food and drink vendors** of any kind are not permitted at Milwaukee Public Schools outdoor facilities.
8. **Inflatable structures** of any kind, including bounce houses, are strictly prohibited.
9. No **vehicles** are permitted to drive on Milwaukee Public Schools outdoor facility playfields at any time.
10. The use of **tents** requiring stakes is prohibited. Pop-up tents secured with weights are permitted.
11. **Grilling** of any kind is strictly prohibited including but not limited to charcoal and propane.
12. The use of electricity from the field house to power outside equipment is not permitted. Groups must provide their own generators.
13. A permit application may be **denied** for the following reasons:
  - a. The permit application is not received two (2) weeks prior to the event.
  - b. The requestor has outstanding fees owed to Milwaukee Recreation.
  - c. The proposed event is unauthorized by Milwaukee Recreation.
  - d. The proposed event is outside the scope of a "recreational sporting event" as determined by Milwaukee Recreation.
14. Milwaukee Recreation reserves the right to determine what **additional services** may be needed for any facility rental. Picnic tables, bleachers, benches, extra waste receptacles, storage boxes, portalets, etc., will NOT BE PROVIDED unless authorized by the Milwaukee Recreation Facilities Manager.
15. Inclement weather cancellations will be posted on the **Milwaukee Recreation Weather Hotline** by 4pm on the day of the event. The hotline number is (414) 475-8192.
16. **Inclement weather related cancellations** must be rescheduled through Milwaukee Recreation. It is the responsibility of the permit holder to notify Milwaukee Recreation of the desired make-up date. Reasonable accommodations will be made based on field availability. No refunds will be issued to a group after the season is completed for events that were not rescheduled.
17. **Permit holder cancellations** must be made through Milwaukee Recreation. Full **refunds** are granted up to 30 days **prior** to the scheduled rental date. Refunds will not be granted for cancellations made less than 30 days prior to the scheduled rental date.
18. Milwaukee Public Schools events and Milwaukee Recreation events have **priority** over all outside groups.

The permit holder agrees at all times during the existence of this permit to indemnify, defend and hold harmless the Milwaukee Board of School Directors, its agents, employees and officers from all liability, claims and demands on account of personal injuries, property damage and loss of any kind whatsoever, including workers' compensation claims, which arise out of or are in any manner connected to this permit, based on any injury, damage or loss being caused by any wrongful, intentional, or negligent acts or omissions of the permit holder, its agents or employees.