



## The Outing Club Woodward Park Use Policy

### GENERAL INFORMATION

The New London Outing Club (**The Outing Club**) is a private, non-profit, 501(c)(3) charitable non-profit organization, not affiliated with the Town or Recreation Department of New London.

Our facilities include **Woodward Park**, **Knights Hill Nature Park** and **The Outing Club Indoor Center and Fields (OCIC)** at the **KRES-NL** (former KRMS).

**The Outing Club** is administered by a volunteer board of directors and managed by a full time staff program director and part time administrative assistant. **Knights Hill Nature Park** is administered by a separate board of volunteer directors. All programs and activities rely heavily on volunteer support – coaches, leaders, supervisors, etc.

**The Outing Club** relies solely on membership fees, program fees, donations and various fund raising events for its financial support. We offer year-round sports, recreational, educational and social programs and activities that are open and available to member and non-member families and individuals residing in, or visiting the greater Kearsarge area community.

### FACILITY INFORMATION

**Woodward Park** is located on Parkside Road, New London and includes:

- 2 regulation 60' baseball fields: Kent Woodward Field and New Diamond Field
- 2 large multi-purpose sport fields: Lower Field and Upper Field
- 1 small multi-purpose sport field: Rink Field
- 4 renovated all-weather regulation tennis courts
- A renovated basketball court w/tennis backboard
- A lacrosse, soccer rebound board
- 2 playground areas
- Snack Shack
- 4 regulation horseshoe pits
- 2 hardpack bocce courts and one carpeted bocce court

OC programs and activities have priority on all fields and courts, but they are also available to members and others for use during open hours on an “as available” basis.

All non-OC use of the Park must be pre-approved by **The Outing Club** to avoid schedule conflicts, allow for maintenance and to protect fields from overuse damage.

Individuals using our facilities on a regular basis are encouraged to become members and thus share in the cost of maintaining our facility.

**Member Use:**

Groups of 10 or more with at least 50% of a member/guest ratio should pre-schedule any planned use at the Park by completing our Field Use Request form attached to this policy. Individual use of the facilities during open times is a benefit of membership.

**Non-member Use:**

Non-member groups and organizations must request approval to use our facilities by completing a Field Use Request form. Our facilities are available for uses consistent with **The Outing Club** coaches guide and our mission statement.

So that non-member groups or organizations have the opportunity to share our costs of operation and maintenance, the Board of Directors suggests that a donation to **The Outing Club** would be appreciated and appropriate. Guidelines for a minimum donation/fee for field and court usage are:

**Field Use- \$30/hour or \$100/Day**  
**Court Use (tennis, horseshoes, bocce, basketball)- \$10/hour**

**Season Field Use- \$5.50/Hour or arrangements/request**

**WOODWARD PARK USER RESPONSIBILITIES**

1. The user and/or its organization will be held responsible for:
  - the proper use and care of our facilities
  - the conduct of the persons attending and sufficient and competent adult supervision, including supervision of non-participants to ensure children are safe crossing driveway and parking areas; use of playground equipment properly; and other safe behaviors
  - the confinement of activities to areas as approved, and within the hours agreed
  - the provision of appropriate additional toilet facilities for large events
  - the removal and clean-up of all trash and materials immediately following use
  
2. Organizations using our facilities must provide evidence of its financial ability to indemnify **The Outing Club** with a general liability insurance policy. Proof must be provided with the USE FORM of at least \$500,000 /\$1,000,000 bodily injury and \$500,000 property damage.
  
3. The USE FORM must be completed, submitted and approved prior to using the facilities.
  
4. The Executive Director has sole discretion to cancel an activity due to adverse weather conditions which may cause a safety risk to participants or undue damage to playing fields.
  
5. Alcoholic beverages are prohibited in Woodward Park.
  
6. Observe speed signs and designated parking areas.
  
7. Woodward Park is a "NO SMOKING" area and all users must adhere to that prohibition.  
**Therefore: Please do not smoke and throw butts on the ground!**

**FAILURE TO FOLLOW ANY OF THE REQUIREMENTS ABOVE WILL BE SUFFICIENT CAUSE FOR  
REMOVAL FROM WOODWARD PARK**



# The Outing Club

## Woodward Park Use Request Form

DATE SUBMITTED \_\_\_\_\_

GROUP/ORGANIZATION \_\_\_\_\_

CONTACT PERSONS (MIN. 2) \_\_\_\_\_ PHONE \_\_\_\_\_ H; \_\_\_\_\_ W

ALTERNATE \_\_\_\_\_ PHONE \_\_\_\_\_ H; \_\_\_\_\_ W

ACTIVITY \_\_\_\_\_ NO. OF PARTICIPANTS \_\_\_\_\_

FACILITY(S) REQUIRED: \_\_\_\_\_

SPECIFIC FIELD, EQUIPMENT, ETC. \_\_\_\_\_

SCHEDULE: DAY (S)	DATES	TIMES
_____	_____	_____
_____	_____	_____

SPECIAL REQUIREMENTS: \_\_\_\_\_

COPY OF INSURANCE COVERAGE ATTACHED \_\_\_\_\_ DONATION \$ \_\_\_\_\_

### RELEASE AND INDEMNIFICATION:

I/WE \_\_\_\_\_ AGREE TO WAIVE OUR RIGHTS FOR ANY CLAIMS OF LIABILITY AGAINST THE NLOC OR ITS REPRESENTATIVES FOR INJURIES OR DAMAGE WHICH OCCUR DURING THIS ACTIVITY, INCLUDING, BUT NOT LIMITED TO, INVOLVING GAMES, PRACTICES, EQUIPMENT.

I/WE WILL HOLD HARMLESS THE NLOC OR ITS REPRESENTATIVES FROM ANY CLAIMS OR LIABILITY WHATSOEVER ARISING FROM OUR USE OF THE ABOVE FACILITIES DURING THE ABOVE ACTIVITY (S). THIS AGREEMENT APPLIES TO ANY INJURY SUSTAINED, DIRECTLY OR INDIRECTLY, AS A RESULT OF ANYONE'S PARTICIPATION IN THE ABOVE ACTIVITY(S).

I/WE ALSO UNDERSTAND AND AGREE THAT THE NLOC'S EXECUTIVE DIRECTOR HAS SOLE DISCRETION IN DETERMINING USE OF THE ABOVE FACILITIES IN THE CASE OF INCLEMENT WEATHER OR OTHER CIRCUMSTANCES AND THAT I/WE HAVE READ AND WILL ABIDE BY THE NLOC FACILITY USE POLICY.

AUTHORIZED SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

DATE APPROVED \_\_\_\_\_ PROGRAM DIRECTOR AUTHORIZATION \_\_\_\_\_

RETURN FORM TO: **NLOC, PO BOX 1856, NEW LONDON, NH 03257**