## SOCCER &

## RUGBY

application pack

2020 / 2021

**Contents**

Application for hire of soccer and rugby pitches 3-4

Conditions of hire 5-6

Facility charges for 2020 – 2021 Season 6

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**Application for hire of soccer and rugby pitches**

**Please complete this application form in BLOCK CAPITALS**

|  |
| --- |
| Name of Club / League |
| Has this name changed? If so, please state previous name |
| Registered address of club headquarters |
|  |
| Post Code |
| District in which members reside |
| If attached to any league, please state name |
| Number of teams requiring pitches (please enter these details on the table below) |
| Which site/s did your team / club play on last season? |
| Which pitch is required (please tick all sites that you want to book on the table below) |
| Full Use |
| Half Use |
| Saturday / Sunday |
| AM / PM |
| Signature - Secretary / Treasurer |
| Please print above name |

**The above person will be responsible for payment and be issued with an invoice**

|  |
| --- |
| Address |
| Post Code |
| Tel No Home |
| Tel No Mobile |
| Email Address |
| Designated Signature |
| Signature - Secretary / Treasurer |
| If the above secretary / treasurer is new, please state previous name: |

**We’d love to keep you posted about Salford Community Leisure’s upcoming activities and exciting events as well as special offers. To keep in the know via email please tick here.**

*You will be able to withdraw your consent at any time via email.*

**All managers and committee members have read all of the terms and conditions of hire.**

**The club secretary / fixture secretary will supply all home fixtures for all teams in advance to Salford Community Leisure Ltd (preferably by email) according to the conditions of hire.**

**The club / organisation agree that the booking will be cancelled should any fixtures not be communicated.**

|  |
| --- |
| **Does the club operate:** |
| A. An open membership? Yes / No |
| B. Intend to play matches / tournaments? Yes / No |
| C. wish to take advantage of VAT legislations? Yes / No\* |

\* If the answer to (C) above is yes, please see next page and sign as necessary

Only complete the box below if you have answered yes to (C) previously and wish to take advantage of the VAT legislation.

**This application form should be completed and returned by Friday 31st July to:-**

**Email: [susan.leonard@scll.co.uk](mailto:susan.leonard@scll.co.uk)**

The hire of sports facilities (e.g. football pitches, bowling greens, swimming pools etc) is liable to VAT at the standard rate (currently 20%). But if you are a club, school, college, association or organisation representing affiliated clubs or constituent association you can avoid VAT altogether.

Before you can hire the facilities without paying VAT, you must agree to **all o**f the following requirements:

(a) You must make a series of bookings.

(b) The series must not be less than 10 booked periods.

(c) Each booked period must be in respect of the same activity at the same place.

(d) The interval between each booked period must not be less than one day and not more than fourteen days.

(e) You must pay for the whole series even if you cancel all or any of the booked periods.

I agree to abide by the above regulations

|  |
| --- |
| Signed |
| Date |
| Please print name |

***Salford Community Leisure’s privacy policy is available on our web site***

List of outdoor soccer sites

|  |  |  |
| --- | --- | --- |
| Sites | Format Required Please Circle | Please tick each site you use |
| Amblecote | 11v11 9v9 7v7 5v5 |  |
| Beech Farm | 11v11 9v9 7v7 5v5 |  |
| Bolton Road | 11v11 9v9 7v7 5v5 |  |
| Brookhouse | 11v11 9v9 7v7 5v5 |  |
| Cadishead Park | 11v11 9v9 7v7 5v5 |  |
| Cleavleys | 11v11 9v9 7v7 5v5 |  |
| Littleton Road (SSV) | 11v11 9v9 7v7 5v5 |  |
| Ordsall Park | 9v9 |  |
| Patricroft | 11v11 9v9 7v7 5v5 |  |
| Princes Park | 11v11 |  |
| Rabbit Hills | 11v11 9v9 7v7 5v5 |  |
| Stott Lane | 11v11 |  |
| Wharton | 11v11 9v9 7v7 5v5 |  |
| Other (Please state) |  |  |

**Please note that we may have access to additional grass pitches on some school sites, therefore if there’s no capacity on your home site we will try to accommodate your needs on a school site close to home.**

**\*Please list the number of teams for each pitch size you are applying for the 2020- 21 Season in the table below\***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Pitch Size** | **11 v 11**  **Open Age** | **11 V 11**  **Youth Team**  **U17 to U18** | **11 v 11**  **Junior Team**  **U13 to U16** | | **9 v 9**  **Junior Team U11 & U12** | **7 v 7**  **Mini Soccer**  **U9 & U10** | **5 v 5**  **Mini Soccer**  **U7 & U8** |
| **Number of Teams** |  |  |  | |  |  |  |
|  |  |  |  |

**\*Please note that we will check with the County FA that you have declared all your registered teams on the table above\***

### Conditions of hire

**Salford Community Leisure Limited will be referred to as (SCLL) in this document**

1. In order to avoid a congestion of fixtures, evening matches may be permitted during the beginning of the season and the end of the season.
2. All teams to report to the attendant on arrival each time.
3. Any additional costs incurred by SCLL e.g. damage to pitches or premises will be invoiced, in addition to an administration charge.
4. Secretaries of the clubs granted the joint use of pitches must make arrangements amongst themselves regarding fixtures.
5. Clubs must either e-mail [paul.thomas@scll.co.uk](mailto:paul.thomas@scll.co.uk) or telephone Paul Thomas on 0161 778 0553 the fixture list or list of home dates on which the pitch will be required for matches, and if for any reason the pitch will not be required on any such dates, notification thereof must be communicated to the above office as early as possible.
6. All fixtures must be received by Paul Thomas by 12.00 noon on the Wednesday prior to matches being played on the forthcoming weekend or the following midweek.
7. Only matches on the attendant’s fixture sheet will be permitted to be played. Any teams playing who are not on the fixture sheet after being informed by a member of SCLL staff will be charged an unauthorised match fee or the possible withdrawal of the booking.
8. SCLL reserve the right to cancel, postpone or rearrange any matches if necessary.
9. SCLL reserve the right to cancel matches with no notice for health and safety / emergency reasons.
10. SCLL cannot accept responsibility for accidents on the pitch due to circumstances beyond their control. We will endeavour to inspect pitches for health and safety purposes once a week but clubs / teams **must** make a similar inspection of the pitch prior to commencement of the game.
11. SCLL will not be responsible for any damage due to or loss of any articles or items left in any storeroom or dressing room provided by them.
12. SCLL relies upon each club co-operating in protecting the playing fields and pavilion property from damage.
13. Matches must not be switched from away to home without the approval of the SCLL
14. Home teams will be responsible for the conduct of their own members and also of visiting teams and spectators.

1. Misconduct will lead to a club being deprived of the privilege of using the location and to forfeiture of hiring fees, without prejudice or any legal proceedings, for the recovery of the cost of reinstatement of any damaged property.
2. Alcohol is not allowed on the premises. All buildings are non-smoking.
3. Evening fixtures to be arranged by 12.00pm on the Wednesday prior to the match.
4. Clubs are required to indemnify SCLL against any claims arising from activities of their members at the playing fields and should take out adequate insurance cover.
5. The decision of SCLL or an authorised member of staff will be final in regard to the fitness for play of any match. Any team playing after being informed that the ground is unfit by SCLL staff will result in the use of pitch being withdrawn immediately.
6. **Unauthorised use will result in additional charges or cancellation of booking and no right of appeal will be allowed in such circumstance. Use of marked pitches for anything other than official cup/league games will result in clubs/teams be charged an unauthorised match fee and possible withdrawal of the booking.**
7. The parking of cars on the playing fields is strictly prohibited. Any club found parking cars on the playing fields will be deprived of the privilege of using the location and to forfeiture of hiring fees, without prejudice or any legal proceedings, for the recovery of the cost of reinstatement of any damaged property.
8. In the event of any accidents, please refer to the attached guide for the reporting of any accidents, which occur when using pitches let by SCLL
9. Each team is responsible to provide a qualified first aider who must be present at each game – the attendant will not administer or provide any first aid cover.
10. Fees – should be paid as indicated on the invoice. Failure to pay by the due date(s) will result in loss of booking.
11. In the event of the team/club folding before the end of the season you will be charged for the number of matches played at the current one off match / friendly fee.
12. Each team is responsible for collecting and disposing of litter after every match.
13. Salford have a no changing at pitch side policy – please ensure that your team and away team arrived at the venue ready changed if changing rooms are not available. Adult teams will not be offered a pitch without changing rooms.
14. The use of grass football pitches for training is strictly prohibited – pitches are only to be used for authorised matches.

**Cancellation procedure**

During inclement weather pitches will be inspected for playability and certain sites will be ‘called off’. Clubs / Teams should ring the **pitch cancellation** **line** on 0161 778 0553 after 1pm on Friday for Saturday matches or visit the Salford Community Leisure website at <http://www.salfordcommunityleisure.co.uk/sport/what-we-offer/football/grass-playing-pitches> for the latest update on pitches in Salford.

This number may be answered by an SCLL officer, please stay on the line to speak to the officer who should be able to offer advice on the day’s procedure.

**Failure to adhere to any of the above procedures could result in the use of the pitch being withdrawn.**

**All teams / clubs please note that SCLL monitor the use of pitches for any unauthorised use and we will take any necessary action against teams / clubs who play unauthorised matches.**

**Teams / clubs playing unauthorised matches will be charged an unauthorised match fee and possible withdrawal of the booking.**

###### Facility charges for 2019 / 2020

|  |  |  |  |
| --- | --- | --- | --- |
| **PITCH FEES – August 2019 – July 2020** | | | |
| **Open Age** | All Sites | £639 |  |
| **Youth Team – U17 to U18** | All Sites | £394 |  |
| **Junior Team –U11 to U16 (9v9 & 11v11)** | All Sites | £242 |  |
| **Mini Soccer Team – U7 to U10 (7v7 & 5v5)** | All Sites | £117 |  |
| **One-off match/friendly (inc. VAT)** | £103 | | |
| **Above fees do not include VAT** | | | |
| **Unaffiliated Teams & Leagues will be charged VAT at 20%** | | | |

Please note that if the season is reduced as a consequence of the pandemic we will amend the charges accordingly.