



## **Youth Sports Complex managed by Global Spectrum Usage Guidelines**

### **OVERVIEW**

The Youths Sports Complex [YSC] is located on 13 acres of land at the southeast corner of the University of Phoenix Stadium in Glendale, AZ. The complex lies on the corner of Bethany Home Road and 91<sup>st</sup> Avenue. The YSC includes five lighted fields and a utility building with concessions, a locker room, and restrooms. The feature field (Field 1) has a fully operational lighted scoreboard. Fields are standard sizes and can be used for football, soccer, and other grass sports. The YSC can also be used for non-athletic events. The fields are only available for contracted use.

The fields are owned by the City of Glendale and managed by Global Spectrum. Hawg 'N 'Dawg catering is the exclusive concessionaire and caterer at the YSC.

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### **PURPOSE**

The primary purpose of the YSC is to provide community youth sports activities. The fields are also used for parking during Cardinals, Fiesta Bowl, and Mega events.

Events at the YSC should be in line with the primary purpose of the fields, however events outside of this scope will be considered. Global Spectrum will not allow any events that are obscene in nature or not in compliance with the law to take place at the YSC.

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### **RULES OF USE**

All user groups must adhere to the rules set forth below and those posted around the YSC. Global Spectrum and its representatives have the right to implement and enforce rules deemed to protect the welfare of patrons and the integrity of the YSC without notice. Global Spectrum may waive or modify these rules upon request. The YSC may only be utilized when properly contracted.

- City noise ordinances apply.
- Vehicles may park only in designated areas. Only vehicles displaying a valid handicap permit will be allowed in handicap parking spots. Vehicles may not park overnight.

- Bicycles, unicycles, motorized skateboards, skateboards, and skates are not allowed on the sidewalks walkways and paths of the concession and restroom buildings or on the playing fields.
- Pets are not allowed, with the exception of service animals and those used by law enforcement officials.
- Grills and fires are not allowed.
- No glass containers are allowed.
- No alcoholic beverages are allowed.
- Weapons (or items used as such) and explosive are prohibited.
- Trash should not be left at the YSC.
- Smoking is not allowed in the restrooms, locker rooms, or concessions facilities, or within 20 feet of a door or ventilation system.
- The YSC and its elements may not be modified.
- Radio controlled cars, boats, planes, or similar items, as well as model rockets, should not be brought onto the property.
- Climbing on or hanging from YSC fixtures and equipment is not allowed.
- Clothing considered vulgar, indecent, or obscene is not allowed.
- Foul or abusive language and obscene gestures will not be tolerated.
- Fighting, taunting, or threatening remarks or gestures will not be tolerated.
- Intoxication or other signs of impairment related to any type of illegal drug use or excessive alcohol consumption will not be tolerated.

Any persons found in violation of these rules may be subject to ejection or expulsion from the property, fines, or imprisonment. The group associated with the person found in violation is also subject to ejection and their contract may be suspended or revoked.

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## **PERMITTING**

When booking a special event at the YSC, permits may be required. Information on permits may be obtained at the City of Glendale website ([www.glendaleaz.com](http://www.glendaleaz.com)) by clicking the “Special Events” link. Global Spectrum has been granted waivers for certain events with regard to permits and fees. All fees associated with permitting are the responsibility of the licensee. If you are planning an event at the YSC, please speak with your Global Spectrum event manager to determine which waivers apply to your circumstances.

Permit applications are available through the City of Glendale. The City of Glendale is responsible for granting or rejecting permit requests. All permits must be on file with Global Spectrum in order to be executed at the YSC.

Permits may be obtained from the city to allow the following provisions:

- Amplified sound equipment
- Beer consumption
- Facility/Park reservation
- Special equipment (i.e. Tents)
- Vending operation or sale of goods

Special events may be eligible for a liquor permit. Your Global Spectrum event manager can advise on the permit process.

### **Process**

Once it has been determined that a permit is necessary for an event, an application must be filed with the City of Glendale. Permit applications should be submitted 60 days in advance of an event. Costs associated with permits are to be paid by the licensee. Global Spectrum reserves the right to terminate any contract that does not present the required permits 14 days prior to the event day.

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### **RESERVATION POLICY**

Global Spectrum is responsible for reviewing and granting reservation requests. A request form may be obtained from Global Spectrum. When determining reservations, Global Spectrum does not consider the race, color, religion, sex, or national origin of the requestor or potential user group.

### **Allocation**

Allocation refers to the recurrent use of the YSC. Generally, allocation takes place on one or more days of the week for three or more consecutive weeks. Allocation usually takes the form of athletic practices and games but may include other events fitting the above criteria.

Allocation will take place before two recognized seasons throughout the year: Fall (August through December) and Spring (February through June). The YSC closes for maintenance in January and July. Deadlines for each allocation season are generally 12 weeks or more weeks in advance of the first month of the season. Applications received by the deadline are given first priority, provided the group is in good standing at the YSC and the City of Glendale. Allocation of fields after this deadline is based on availability. Each group receiving allocation must be represented at all meetings before and during their period of use or risk jeopardizing allocation. Allocation deadlines and meeting dates can be obtained by calling Christine Hecht, Senior Event Coordinator, at 623-433-7139.

When a block is contracted, the times represent the hours during which the users may be on the property. Please plan for set-up and warm-up time and schedule your allocation appropriately. Any user that is late for their scheduled allocation by 45 minutes or more may have their date cancelled. Please notify Global Spectrum in advance of your intentions to cancel dates or arrive late for allocation in order to maintain good standing.

While it is at the discretion of each group to decide how their allocated space and time will be distributed internally, no more than four teams are allowed on each field at a time. Practices and games must stay reasonably within the marked boundaries of the field. Additionally, only groups covered by the contracted association's insurance are allowed to use fields during allocation periods. Groups may not share space or time with teams outside of their association. Only the contracted group may utilize that allocated field(s).

Groups receiving allocation blocks are responsible for their users and guests. This includes ensuring everyone is in compliance with the rules and informing coaches, business managers, or other key people in the organization of the distinct space, time, and day they have been granted use of. Groups are not allowed to be present on the field for days or times they are not contracted for.

Global Spectrum reserves the right to cancel use of the fields with no notice if use of the field could compromise patron safety or the integrity of the fields. In the event of inclement weather, please call 623-877-4156 to hear the automated message. Advance decisions to cancel field use will be posted at 3:00 PM, however if conditions that make the fields dangerous or unfit for use occur after 3:00 PM, Global Spectrum may cancel use without notice. Further, with appropriate notice, Global Spectrum may notify recurring event users that the field will not be available on a previously contracted date.

In general, fields will be allocated based on congruence with the purpose of the YSC, past relations, and punctuality of the request. Past relations are based on a variety of factors including history with the City of Glendale and Global Spectrum, timely payment, and adherence with YSC rules. Effective Fall 2007, Club efforts to create and implement a Code of Conduct will be considered as an allocation criterion.

Requests should be made by a single league representative to have first consideration. Individual coaches or business managers who have valid contracts dated on or before August 1, 2007 will also be given first consideration. Individual coaches or business managers who do not have valid contracts dated on or before August 1, 2007 will receive allocation based on availability.

### **Events**

The YSC may be contracted out for private or public use for special or sporting events. Please contact Christine Hecht, Senior Event Coordinator at 623-433-7139 to discuss your event. Events will be considered on the bases of congruence with the purpose of the YSC, disruption to regularly scheduled activity, past relations, and punctuality of the request. A non-refundable deposit will be required for events.

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### **BOOKING**

Requests for field use should be made through Christine Hecht, Senior Event Coordinator, at 623-433-7139. Please refer to RESERVATIONS for more information regarding field reservations. Groups or individuals wishing to utilize the YSC must have the proper paperwork on file and have contracted through Global Spectrum.

### **Payment Schedule**

All payment for usage of the fields must be received by Global Spectrum by the date stated on the contract. Allocation fees are due up front for the entirety of the contract. Events will require deposits. After each event, Global Spectrum will issue an invoice to include any additional charges the client incurred. This balance is due upon receipt. Failure to make payments may result in cancellation or suspension of your contract.

### **Cancellation and Refund Policy**

Global Spectrum reserves the right to cancel contracted use of the YSC without notice when use may compromise the safety and integrity of its structures and patrons. Further, Global Spectrum, with appropriate notice, may cancel use of the YSC for events. When use is cancelled by Global Spectrum for event use, a full refund will be paid to the licensee. Should the licensee elect to cancel use of a contracted date, no refund will be given. In cases of cancellation due to inclement weather, Acts of God, emergency, disaster, crisis, civil disturbance, shortage of vital and critical material, supplies, or fuel, or other unforeseen scenarios which may present unsafe conditions, Global Spectrum will offer alternative dates to fulfill the terms of the contract. If Global Spectrum and the licensee are unable to reach an agreement on alternative date, all monies not already appropriated to event preparation will be refunded.

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### **INSURANCE**

Each event held at the YSC requires insurance. A certificate of insurance must be received by Global Spectrum no later than 14 days prior to execution of the contract. On the certificate of insurance, the following statement must be listed as Additionally Insured:

“City of Glendale and Global Spectrum Facility Management L.P. as well as their respective directors, contractors, agents, officers, employees, and representatives.”

Only persons covered under the insurance provided will be allowed to participate in activities at the YSC. Insurance is only considered to cover a group during contracted times.

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### **ADDITIONAL CONSIDERATIONS**

When use of the YSC is contracted, all usage must be in compliance with the agreement. Services outside of the scope of the contract, including use of power, use of fields beyond that which has been agreed upon, non-customary staffing or staffing beyond what has been agreed upon will be charged to the client at the going rate. When a contract is entered, it is expected that all users will abide by all rules and policies and respect direction from Global Spectrum and their hired or contracted staff. It is the responsibility of the person who signs the contract to relay this information to all guests. Any user groups that conduct themselves in inappropriate ways may have their contract revoked.

## Acknowledgement of Usage Guidelines

I hereby acknowledge receipt of the document titled "Youth Sports Complex: Usage Guidelines" ("Usage Guidelines") and agree to comply with all aspects therein. I further accept responsibility for distributing the appropriate and necessary information found in "Usage Guidelines" to agents that intend to use or be present at the YSC. I acknowledge ultimate responsibility for actions of all individuals while at the YSC.

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Signature

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Date

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Name

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Title

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Organization

Upon receipt, please sign and return this page to:

Christine Hecht  
Global Spectrum  
1 Cardinals Drive  
Glendale, AZ 85305

Revised 12.22.2008  
Received by \_\_\_\_\_  
Date \_\_\_\_\_