SMITH RIVER SPORTS COMPLEX

Rental Policies

- The Smith River Sports Complex staff reserves the right to refuse use to any group due to conflicts with scheduled events, field conditions or activities that may cause long term damage to the facilities.

- A Facility Request Application will be issued when an event is scheduled, which must be signed and returned with a stated security deposit at least 21 days prior to the scheduled event.

- Deposit for field rentals is $100 per field. Deposit for meeting room and picnic shelter reservations is $25. Deposit is applied towards full rental fees.

- A check for the FULL amount of the rental fee must be received at least 14 days prior to the date of the event. If a check for all fees is not received 14 days prior to the event, the security deposit will be forfeited.

- Proof of Insurance listing the Southern Virginia Recreation Facilities Authority as additionally insured is required. An executed Release of Liability for private parties or events will replace the certificate of insurance.

- All fields can be reserved on an hourly or full-day basis. This includes access to a full field; fields can be divided for 3v3, 4v4, 5v5, etc. and the applicable hourly rate will apply.

Cancelation/Refund Policies

- All user initiated cancelations must be submitted in writing. Emails with a follow-up confirmation are accepted, however, verbal cancelations will not be accepted.

- To receive a full refund, reservations must be canceled 15 days prior to the agreed date of the scheduled activity.

- If a reservation is canceled less than 15 days but at least 8 days prior to agreed date of the scheduled activity then the user will forfeit 25% of the rental fee.

- If a reservation is canceled less than 8 days but at least 48 hours prior to agreed date of the scheduled activity then the user will forfeit 50% of the rental fee.

- If a reservation is canceled less than 48 hours prior to agreed date of the scheduled activity then the user will forfeit 75% of the rental fee.

- Facility user payments for scheduled activities that are canceled by SRSC management due to inclement weather and cannot be rescheduled, will be refunded to the facility user.

- For scheduled activites which must be canceled by SRSC management due to inclement weather while the activity is in progress, refunds, if any, wiil be prorated based on the actual time and space used.

- No refunds will be given if a facility user chooses not to use the time they reserved if the park is open.

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SmithRiverSportsComplex.com

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