



SPORTSPLEX

STADIUM & TOURNAMENT GUIDELINES

2425 SPORTS PARKWAY

MATTHEWS, NC 28105

980-314-7539

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Facility Contacts

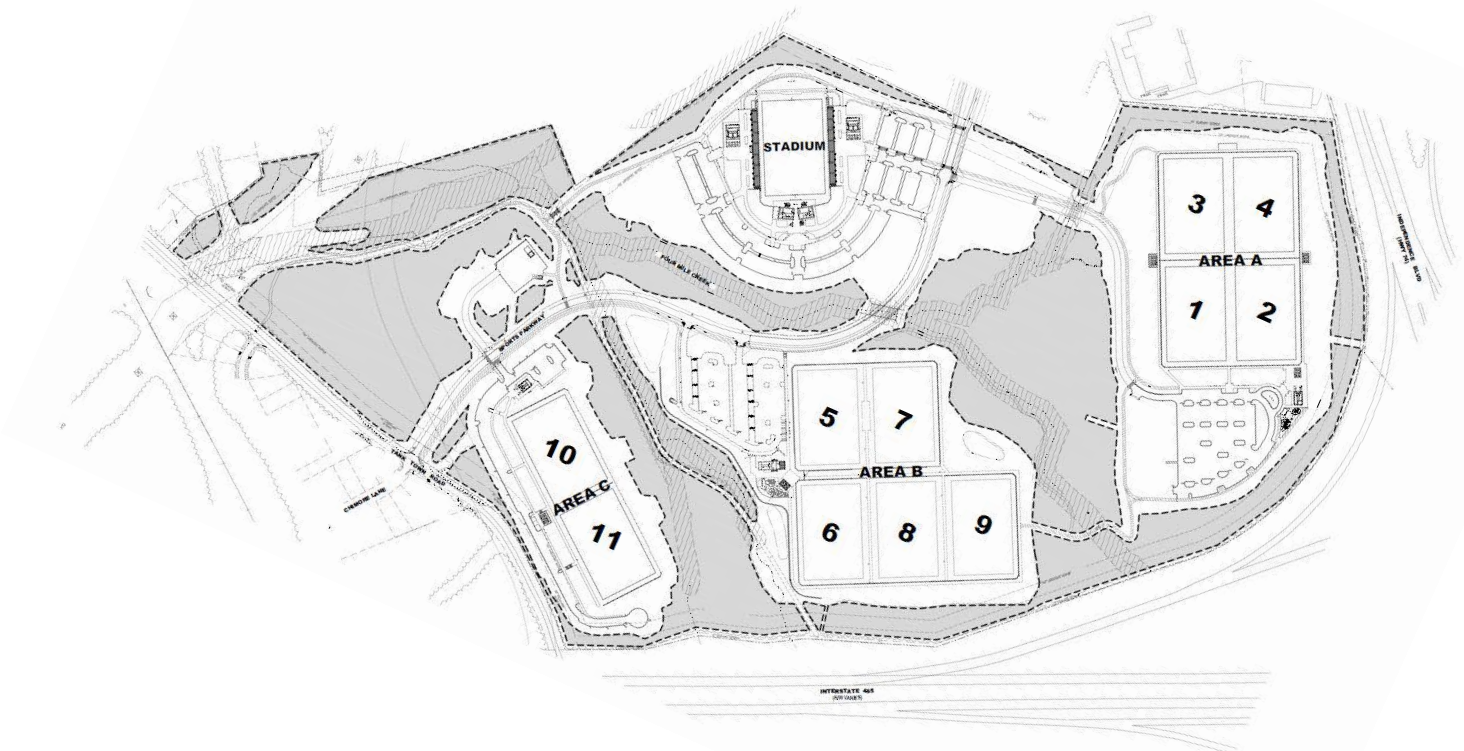
Facility Manager II

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Facility Layout



Facility Information

The Sportsplex has eleven multiuse fields featuring permanent lighting. Nine fields are synthetic turf and two fields are natural grass. Two fields have been installed with Football goal posts. All fields are permanently lined for soccer and can be temporarily lined for other sports upon request, including lacrosse, football, field hockey, and rugby.

The Sportsplex offers a 5,000 capacity stadium with a natural grass field, public address system, lights, scoreboard, conference room and balcony overlooking the field, and locker rooms (home, away, and officials). The team locker rooms are equipped with lockers, showers, an athletic training room, and restrooms. The officials room is equipped with lockers, two changing stalls, a bathroom, and a shower. The conference room can be used for meeting space, VIP space, team space, etc. With the ability to be professionally lined for soccer, football, lacrosse, and rugby, the Sportsplex Stadium is the premier athletic facility to host amateur, collegiate, and professional sporting events.

The Sportsplex offers 1,400 parking spaces. Off-duty officers, Park Rangers, and the use of display signs will direct event guests to the appropriate parking areas and exits.

Facility Rental Pricing

Tournament

| | |
|--------------------------|--------------------|
| 4-Field Tournament Rate | \$2,526.00 per day |
| 5-Field Tournament Rate | \$2,826.00 per day |
| 9-Field Tournament Rate | \$5,352.00 per day |
| 11-Field Tournament Rate | \$6,702.00 per day |

*Tournament fee includes Field Prep, Lights (as needed), and base level of Off-Duty Security

Stadium

| | |
|--------------------------------------------|-----------------------|
| 4 Hour Stadium Rental Fee – Free Admission | \$2,000.00 per rental |
| 4 Hour Stadium Rental Fee – Paid Admission | \$4,250.00 per rental |
| 8 Hour Stadium Rental Fee – Free Admission | \$2,600.00 per rental |
| 8 Hour Stadium Rental Fee – Paid Admission | \$4,850.00 per rental |
| Additional Rental Period | \$150.00 per hour |

*Stadium fee includes Conference Room, Locker Rooms, Field Prep, Lights (as needed), and base level of Off-Duty Security



Tournament and Stadium Application Information

An application must be submitted at least 120 days prior to the event. All sections of the application must be completed and must be typed or printed legibly. Illegible and/or incomplete requests will be returned. Mecklenburg County reserved the right to terminate any contract regardless of status.

Applications are accepted during two periods each year: March 1st to 15th for events taking place from July through June, and September 1st to 15th for events taking place from January through December.

Application Process

- Contact Sportsplex at (980) 314-7539 to ensure desired dates are available.
- Read through the entirety of the Stadium & Tournament guidelines.
- Complete and submit the appropriate application(s). If you are requesting use of the multi-use fields and the stadium, two applications must be submitted (one for the tournament and one for the stadium).
- Requests must be made 120 days prior to event.
- Sportsplex staff will contact you pending approval.
- If your application is approved, your date will be tentatively held for 30 days pending completion of the following steps:
 - **Site Visit:** Meet with Sportsplex staff to discuss logistics, limitations, and regulations for you proposed event.
 - **Site Map/Event:** Must be submitted prior to receiving a contract.
 - **Insurance Requirements.** Detailed below.
 - **Contract.** Complete a Sportsplex “Performance Agreement/Contract” outlining the duties of the COUNTY and the CONTRACTOR
- Payments are due **60 days prior** to event.

Cancellation & Refund Policy

There will be no refund if the cancellation is made less than 60 days prior to the reservation date as this provides little opportunity to rent to another party. A refund less a 10% service charge will be approved when the registrant submits a written request at least 60 days prior to the rental date.

Insurance Requirements

- **Automobile Liability Insurance**
 - If USER owns or leases commercial vehicles to provide goods or perform a service under this Agreement, automobile liability must be provided at a limit of not less than \$1,000,000 per accident, combined single limit, each occurrence, for bodily injury and



- property damage liability covering all owned, non-owned, and hired vehicles.
- If USER does not own or leases any vehicles, but has employees using their vehicles to provide goods or perform a service under this Agreement, USER must provide hired/non-owned automobile liability coverage at a limit of not less than \$1,000,000 per occurrence aggregate.
- If USER does not own or lease any commercial vehicles to provide goods or provide services under this Agreement, and has no employees using their vehicles to provide services under this Agreement, but uses his or her own personal vehicle to provide services under this Agreement, personal automobile liability may be provided at limits of not less than \$30,000 each person, \$60,000 each accident and property damage liability of \$25,000.
- **Commercial General Liability Insurance**
 - A minimum of \$1,000,000 per occurrence/aggregate including coverage for bodily injury, property damage, products and completed operations, personal/advertising injury liability and contractual liability.
 - “Mecklenburg County C/O Mecklenburg County Park and Recreation Dept” 5841 Brookshire Blvd. Charlotte, NC 2816 or “Mecklenburg County” 600 E. Fourth St. Charlotte, NC 28202 shall be named as an additional insured under the commercial general liability insurance for operations or services rendered under this Agreement.
- **Worker’s Compensation Insurance**
 - Must meet the statutory requirements of the State of North Carolina and any applicable Federal laws, including Employers’ Liability of \$100,000 per accident limit, \$500,000 disease per limit policy, and \$100,000 disease each employee limit.
 - If the USER does not employ more than 2 full time employees, a waiver letter must accompany this Agreement.

Staffing

- **Sportsplex Staff**
 - All Events - Parking assistance, operations, cleaning, and maintenance
 - Stadium Specific - Scoreboard operations
- **Off-Duty Police Officers**
 - Traffic and Security
 - Tournament and Stadium fee includes base level of officers.
 - Additional officers required due to the size and scope of event will be covered at the expense of the contractor.
- **Contracted Security and Ticket Operations (Stadium Events)**
 - A minimum amount of contracted security is required for all stadium events (free or paid admission) and the fees associated are in addition to the facility fees.
 - The total amount of contracted security required will be determined by a number of factors outlined by the Sportsplex staff.
 - Contracted security are available to assist with ticket operations at an additional cost.



- Contracted security fees will be paid directly to the provider, not the Sportsplex.
- **Emergency Medical Technician (EMT) Staff**
 - Required during all athletic events at the expense of the Event Director.
 - In the event further medical attention is needed, a list of local emergency locations is provided below:

Novant Health Matthews Medical Center

1500 Matthews Township Parkway,
Matthews, NC 28105
(704) 384-6500
Open: 24 Hours

Carolina's Medical Center

201 E Matthews Street
Matthews, NC 28105
(704) 846-6931
Open: Mon-Tue (8:00-8:00), Wed-Fri (8:00-5:00), Sat (8:00-1:00), Sun (Closed)

Facility Rules and Regulations

- Goals must be anchored at all times.
- No painting or marking of fields in any manner is permitted. All painting and marking must be done by the Sportsplex staff.
- Any equipment needed for an event beyond goals, netting, goal posts, and sideline benches must be provided by the contracted teams and/or organizations. The use of additional equipment requires approval.
- No vehicles permitted on athletic fields.
- No animals permitted on athletic fields or inside the fence of the field.
- No stakes may be driven into the field.
- Amplified sound and/or inflatable equipment is not permitted without approval, appropriate permitting and insurance.
- No smoking, tobacco products, or food are allowed on the playing fields.
- No alcoholic beverages are allowed.
- The charging of admission or the sale of food or merchandise is not permitted without approval through the application process.
- The usage of drones is prohibited during events at the Sportsplex.
- The Sportsplex allows video streaming of athletic contests based upon the request of the contract signee. All necessary video and streaming equipment must be provided from the team or team representatives.
- Temporary signage displayed during events must be approved. Signage must not alter or damage property and must be removed following the event.
- Any property damage to the facility will be the responsibility of the lessee and payable to the Mecklenburg County Park and Recreation Department.



SPORTSPLEX

Inclement Weather Policy

- The Sportsplex staff reserves the right to close a facility in the event of inclement weather.
- In the case of inclement weather, the Sportsplex will reschedule the event for another time or facility if available (of equal or lesser value).
- Inclement weather rescheduling must be done within 7 business days AFTER the event.
- Refunds will not be given in the event of inclement weather.

Food/Drink Vendors

There are no food or drink concessions at the Sportsplex. The Sportsplex staff will coordinate all food vendors. Tournament Directors have the ability request food vendors from the approved vendor list. Food vendors will pay a fee to the County to sell on site.

Amplified Sound Requests

All amplified sound requests are subject to Park and Recreation approval in accordance with the conditions listed below:

- An approved/signed Performance Contract will serve as your permit.
- The person to whom the Performance Agreement/Contract was issued must be present at the location during the times permitted.
- The use of sound amplification may be authorized so long as sound produced does not register more than:
 - 55db(A) – As measured anywhere along the boundary of the nearest residential occupied property.
 - 75db(A) – Ten feet or more from any electromagnetic speaker.
- Amplified sound is permitted:
 - **Monday – Saturday:** 8am – 8pm
 - **Sunday:** 1pm – 9pm

Tents

All tents and tent locations must be approved. Limited tents will be allowed on the playing surface. If your event requires tents, they must be secured with sandbags or water barrels. Stakes are not allowed on synthetic fields.

Tents larger than 20'x20' (400 sq. ft.) require preapproval and a permit from the Charlotte Fire Department. The fee for a single tent permit is \$130 and a Multiple Tent Permit is \$260. You must contact the Fire Prevention Bureau at (704) 336-2101 to complete the application, arrange a site inspection, and pay the corresponding fee.

Please contact any of the following parties to assist with tent rentals:



Party Time Rentals

514 Springbrook Road Charlotte, NC
(704) 525-5400

Classic Party Rentals

600 Phillip Davis Drive
(704) 523-9300

Party Reflections

3412 Monroe Road
(704) 332-8176

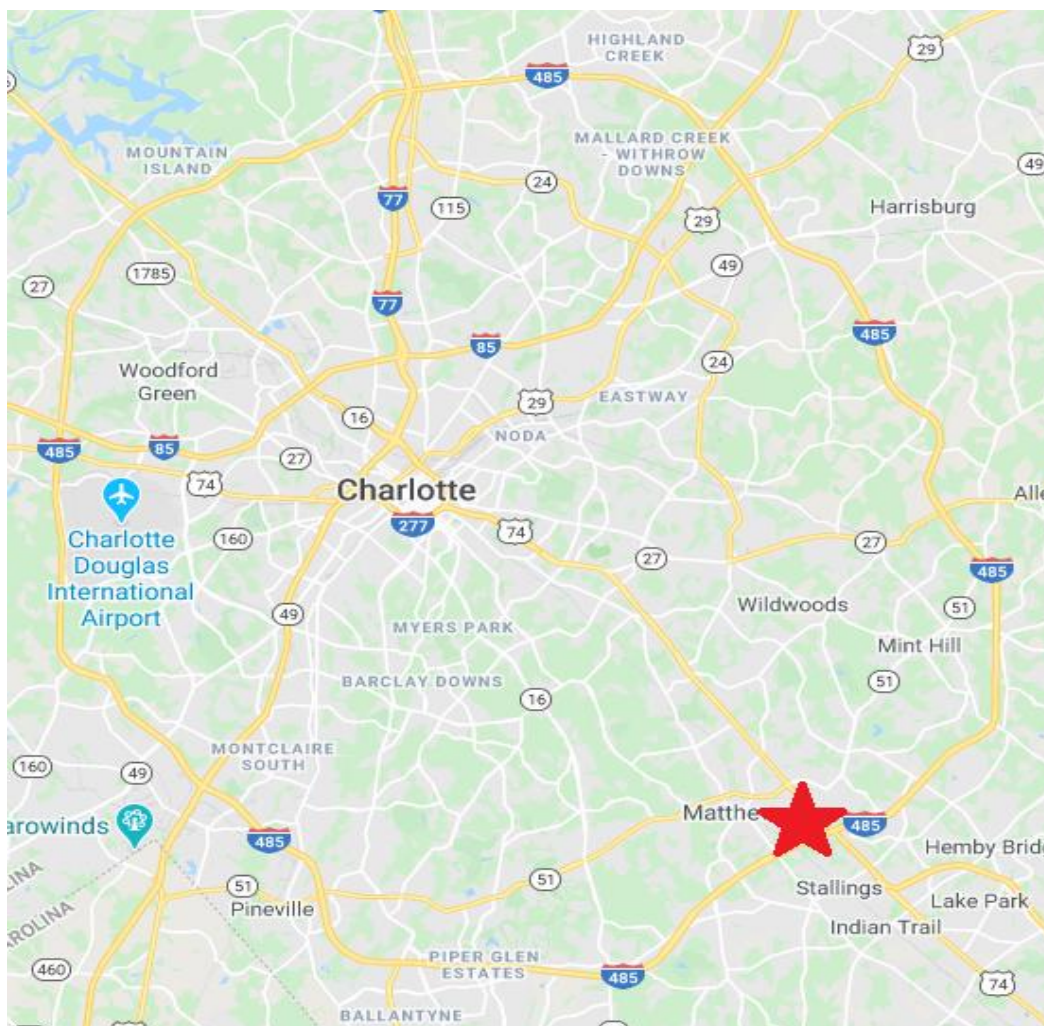
Directions

From US-74

Follow Hwy 74 North-West toward Charlotte. Turn onto Matthews-Mint Hill Road (.2 miles). Turn left onto Brigman Road (.3 miles). Turn right onto Sports Parkway.

From I-485

Take exit 51-A. Merge onto US-74/East Independence Blvd toward Charlotte (1.7 miles). Turn left onto Matthews-Mint Hill Rd (.2 miles). Turn left onto Brigman Road (.3 miles). Turn right onto Sports Parkway.



Frequently Asked Questions

- **Is smoking permitted on premises?**
 - No. All tobacco use, including smoking is prohibited within the Sportsplex.

- **Is alcohol permitted on premises?**
 - Alcohol is not permitted at the Sportsplex except for permitted events.
 - Event directors must get approval from Sportsplex staff.
 - If approved, alcohol can only be consumed inside the stadium or designated areas.

- **Is tailgating permitted on premises?**
 - Tailgating is allowed, but alcohol is not permitted.
 - Event directors must get approval from Sportsplex staff.

- **Is there public WI-FI available?**
 - No.

- **Do the Sportsplex staff handle ticket operations?**
 - No, however contracted security can be hired to assist with ticket taking and sales.
 - The Sportsplex does not have a box office.

- **Is re-entry allowed for stadium events?**
 - No.

- **What items are prohibited inside the stadium?**
 - NOTE: This is not an all-inclusive list
 - Weapons
 - Food and drinks
 - Strollers
 - Backpacks
 - Umbrellas
 - Folding chairs

- **May I bring my dog to the park?**
 - Yes, you may bring your dog to the park, however they are prohibited from entering the stadium, or walking on any playing field.

- **What type of events are held in the stadium?**
 - Soccer, football, lacrosse, rugby, and ultimate frisbee.

- **Is seating provided?**
 - Events located in the stadium provide seating for all spectators.
 - Events located on any of the eleven non-stadium fields require guests to provide their own seating.

