



PLACER VALLEY SOCCER COMPLEX (PVSC)

RULES AND REGULATIONS

1) GENERAL INFORMATION

- a. 2600 Westbrook Blvd, Roseville, CA 95747
- b. Ten full-size 11v11 soccer fields (70 yards x 120 yards), or
9v9 fields (50 yards x 78 yards), or
7v7 fields (45 yards x 65 yards)
- c. Parking: 950 parking stalls (Approximately 5% will have Electric Vehicle Charging Stations)
- d. General hours of operation of the PVSC will be 4:00 a.m. – 10:00 p.m. M-F, 7am-10pm Sat & Sun, 7 days a week. Hours may vary based on programs, events, rentals, leagues, and tournaments. Games may start no earlier than 8:00 a.m. and finish no later than 10:00 p.m. (unless otherwise permitted by the City).
- e. The PVSC is a fee-based facility and will not be open for passive use.
- f. City staff will be on duty anytime the PVSC is in use.
- g. On occasion, some or all the fields may be closed for maintenance.
- h. City reserves the right to modify or adjust available days and times of the PVSC without notice.
- i. The interior of the PVSC has NOT been designated a public forum for the purpose of First Amendment protected activity. Specifically, in accordance with City policy, the distribution of flyers, coupons, advertisements, or written materials of any type is prohibited anywhere within the interior of the soccer complex, unless approved by the City or part of an agreement.

2) NON-TOURNAMENT FIELD RENTALS

- a. Visit roseville.ca.us/soccercomplex for non-tournament field permit fees and rental applications.
- b. Submit completed PVSC Non-Tournament Field Rental Application to soccercomplex@roseville.ca.us

- c. City staff will contact you for additional information, clarifications, permits, deposits, etc.
- d. Delays in providing requested information could impact the ability to approve a permit in a timely manner, resulting in denial of the application.
- e. 100% of permit fees owed are due 30 days prior to the permits' field rental start date.
- f. Proof of insurance must be provided on a CERTIFICATE OF INSURANCE. Insurance requirements can be found at roseville.ca.us/soccercomplex
- g. Do not assume that all aspects of the rental will be approved; you may be asked to make some changes to your event based on availability of services and other circumstances. Therefore you are encouraged not to make any other arrangements for your rental until approval from the City has been received.

3) TOURNAMENT FIELD RENTALS

- a. Visit roseville.ca.us/soccercomplex for tournament field permit fees and rental applications.
- b. The Placer Valley Soccer Complex (PVSC) Sports Field Rental Application must be received a minimum of 30 days prior to the event start date and may be submitted as early as 18 months prior to the event start date. It is our goal to assist coordinators in planning safe and successful events.
- c. Tournament organizers have the first right of refusal for the same date(s)/weekend as the previous year pending a post tournament evaluation.
- d. If an annual tournament is cancelled or reduced in size due to low team participation or other circumstances, the City reserves the right to open up dates/times to other renters.
- e. Submit completed PVSC Tournament Field Rental Application to soccercomplex@roseville.ca.us
- f. The sports coordinator will contact you for additional information, clarifications, permits, deposits, etc.
- g. Delays in providing requested information could impact the ability to approve a permit in a timely manner, resulting in denial of the application.
- h. An initial deposit of \$100 per field is due at the time of agreement approval to hold your tournament.

- i. 50% of fees owed are due 90 days prior to arrival.
- j. Remaining balance of fees, complete list of participating teams, security deposit and certificate of insurance are due 30 days prior to arrival.
- k. Proof of insurance must be provided on a CERTIFICATE OF INSURANCE. Insurance requirements can be found at roseville.ca.us/soccercomplex.com
- l. Do not assume that all aspects of the rental will be approved; you may be asked to make some changes to your event based on availability of services and other circumstances. Therefore you are encouraged not to make any other arrangements for your rental until approval from the City has been received.

4) FIELD RESERVATION DISCOUNTS & PRIORITIES

- a. Applicants are eligible for a rental discount when rental hours exceed 1,000 hours in a calendar year. 1,000-1,099 hours receives a 10% discount. This discount increases one percent (1%) for every 100 hours rented after 1,099 hours.
- b. The following is the City of Roseville Parks, Recreation & Libraries Department rental priority list:
 - i. Group 1 - City-sponsored or co-sponsored programs/ events.
 - ii. Group 2 – Prior year tournament renters. Groups will have first right of refusal for the same dates and or weekends as the previous year pending a post tournament evaluation. If an annual tournament is cancelled or reduced in size due to low team participation or other circumstances, the City reserves the right to open up dates/times to other requesters renters.
 - iii. Group 3 – Contractual obligations such as joint use agreement, sponsorship agreements, anchor tenant agreements, etc.
 - iv. Group 4- All other renters.
 - v. If two or more organizations, in the same Group request competing fields, the following sub-group priorities will be observed to determine allocation:
 - vi. Sub-Group 1 –Groups must be in good standing with the City.
 - vii. Sub-Group 2–Economic impact and/or previous event revenue that is shown to most benefit the City.

5) PERMIT CANCELLATION/MODIFICATION

The City must be notified immediately if a reserved field(s) is no longer needed or if there is a change in the organization's playing schedule. Cancellations or schedule modifications will be subject to the cancellation policy or agreement terms set forth herein.

6) PVSC RULES & REGULATIONS

- a. Smoking of any device, is prohibited.
- b. Footwear: Metal cleats or spikes are prohibited.
- c. Shelled nuts, gum, drugs, glass beverage containers, alcohol, hazardous materials of any kind, are prohibited on the premises of the PVSC.
- d. No pets allowed inside the soccer complex. Certified service animals may be allowed. Staff may ask the pet owner to provide answers to the following questions:
 - i. Is the animal required because of a disability?
 - ii. What work or task has the animal been trained to perform?
- e. No rollerblades, skates, skateboards, bikes, scooters or hoverboards are allowed inside PVSC
- f. Hitting golf balls inside the PVSC is prohibited.
- g. Drones or unmanned aircraft are prohibited inside the soccer complex or parking lot.
- h. Pop-up tents and umbrellas should be no larger than 10x10 and placement must have prior approval from City staff. Staking of pop-up tents or umbrellas is prohibited. In the event of wind, these items should be held in place with weights or person. The user is responsible for any damage resulting from their use.
- i. No overnight parking, camping or tailgating allowed in parking lot.
- j. No barbeques allowed on the premises of the PVSC, includes the parking lot.
- k. No propane or gas heaters
- l. No loud or explicit music
- m. No food on the fields

7) CONDITIONS OF USE

- a. All renters must possess a facility permit to be carried by each coach, manager or organizer. It must be shown upon the request of any designated City official, staff member or security official.
- b. Games and practices are not to start before 8:00 a.m. or extend past 10:00 p.m. (unless otherwise permitted by the City).
- c. Groups are not allowed on the fields prior to the start time listed on the permit and are required to have the fields cleaned and cleared by the ending time indicated on the permit. For the first rental of the day, gate(s) will open 15-minutes prior to reserved time to allow travel time to field(s).
- d. Unauthorized or extended field use beyond times listed on the permit may result in additional fees, and/or the retention of a portion of or all the security deposit, and/or result in the cancellation of current use, and /or prohibition of future use, and/or loss of good standing.
- e. No subleasing of fields is allowed under any circumstance. When permits are issued, a specific field(s) is reserved for that specific user, to the exclusion of others. Groups may not assign their scheduled time to other groups. Any such action will result in the loss of rental/allocation privileges. Recognizing this exclusivity, groups should only reserve fields they intend to use. Field users must notify the City to report any reserved time that can be released for public use or to other groups. Failure to do so may result in charges to the group, and/or loss of permitted fields, and/or loss of future use.
- f. Amplified sound may be allowed within reason on any field and must be noted on the permit. Use of artificial noisemakers, horns, rattles, bells, or whistles by spectators is not allowed.
- g. Cleaning the field(s) at the conclusion of the activity/event is the responsibility of the user. All waste and garbage shall be disposed of in the proper receptacles.
- h. Misuse of the PVSC or the failure to follow established procedures, rules, and regulations by any group or individual of a group is cause for revocation or denial of existing permits or future applications.
- i. Charging for parking by user groups at the PVSC is prohibited.
- j. Charging a gate fee may be allowed with prior approval from the City. Organizations will be responsible for providing gate staff.

- k. City of Roseville may exercise bumping rights for bona fide emergencies, which includes serious, unexpected and potentially dangerous situations requiring immediate action.
- l. City staff reserves the right to photograph and/or record facilities, activities and program participants for any lawful purpose, including such purposes as print and online advertising.

8) FIELD EQUIPMENT

- a. All goals, corner flags and benches are to remain on their designated field and may not be relocated to another field without prior approval from City.
- b. Goals can be shifted or moved on the designated field, if necessary. Users must consult with on-site staff in a timely manner prior to moving the goals. Goals must be moved back, by the user, to their original location after use.

9) FIELD LINING/ MAINTENANCE

- a. Lining of fields by user is prohibited. The City will be solely responsible for any temporary field lining. Temporary field lining must meet one or more of the following criteria to be considered:
 - i. Being an Anchor Tenant.
 - ii. Renting a minimum of two days a week for four consecutive weeks.
 - iii. Multi-field Tournament
 - iv. All lining will follow the predetermined field lining specs as developed by the City.
- b. City staff will manage garbage cans and restroom cleaning.
- c. Each user group is responsible for picking up trash and debris from their area(s) of use and depositing it into the proper trash bins during and at the conclusion of games and practices. Adjoining areas, including the parking lot, must also be clear of all trash. Organizations should ask players and spectators to pick up litter on sidelines and the immediate vicinity of the game or practice and parking lot. Disregard of this responsibility may result in additional charges to the user or revocation of future use.
- d. Lost and found items may be kept for up to 30 days before being disposed of or turned over to the Roseville Police Department.

10) OFFICIALS/ TOURNAMENT HEADQUARTERS ROOM

Use of the Officials Room and Tournament Headquarters may only be used by the renter during tournaments and/or large events, with prior approval from City.

11) PROCEDURES FOR INCLEMENT WEATHER

- a. The PVSC is an all-weather facility, providing for year-round play rain or shine. The City reserves the right to cancel or suspend field use permits when field conditions could result in injury to players or cause damage to fields. Permits may also be cancelled or postponed when the health and safety of participants or staff is threatened due to impending conditions, including but not limited to, heavy rains, poor air quality, high winds or lightning:
 - i. When the Air Quality Index (AQI) reaches 151+ (Unhealthy), all outdoor programs and events shall be cancelled, postponed or moved inside.
 - ii. In the event of a lightning strike within proximity to the facility, on-site staff will issue a lightning watch, removing all patrons from the fields. Duration of the watch shall be 30 minutes from the last proximity strike.

12) BANNERS/ SIGNAGE/ADVERTISING

Advertising of any kind is prohibited inside the PVSC without prior City approval.

13) WI-FI

Public Wi-fi is available throughout the facility.

14) STORAGE

No group or individual is permitted to maintain a storage unit (or similar object) on the PVSC premises.

15) CODE OF CONDUCT

- a. ANY PVSC attendee not in compliance with the Code of Conduct or Rules and Regulations may be removed from the premises. The City reserves the right to suspend or ban attendees from the PVSC for such violations. The Code of Conduct and Rules & Regulations can be found at <http://www.roseville.ca.us/soccercomplex>
 - i. Violations of the Code of Conduct and/or Rules & Regulations may, at the City's discretion, result in the immediate loss of existing field use, the revocation of existing permits, agreements, the refusal of future allocation requests, charges for the cost of any modification or repair to a field or facility related to the violation, and other actions as warranted. The City will provide written notice of the violation and the action it will be taking as a result of the violation.

16) ADDITIONAL SUPERVISION

The City may require the renter to provide security or police protection when deemed necessary. Additional park personnel will be assigned if required by the City. Any resulting expenses or costs as a result will be billed to the renter as an enhanced service.

17) CONCESSIONS/VENDORS

- b. The City will operate concession services.
- c. Concession hours will be determined based on leagues, tournaments, and event schedules.
- d. Food trucks may be available on-site, as arranged by or approved by the City.
 - i. Event organizers are responsible for scheduling food trucks and vendors for their event.
- e. Any renter wishing to sell or allow a vendor to sell concessions, apparel, equipment, etc. must notify and obtain permission from the City, pay the vendor fee and comply with all criteria as established in the City of Roseville Municipal Code 9.36 and 9.37
http://www.roseville.ca.us/online_services
- f. Vendors and Food Trucks may only enter and exit at designated areas. Food Trucks are allowed in the designated “Food Truck” area only unless approved by the City to be in other locations, i.e., parking lot. Pop-up vendors must remain on the hardscape and may not set up on a field or along the spine.
- g. Power may be provided if available.

All forms, documents and additional information can be found at

<http://www.roseville.ca.us/soccercomplex>



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