



## Ashburn Farm Association "For-Profit" Common Area Use Policy

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The following conditions are required by the Ashburn Farm Association to allow "for-profit" use of property commonly owned by the Ashburn Farm Homeowners Association and its members:

- Applications for the "for-profit" use of Ashburn Farm common property must be submitted in writing to the Ashburn Farm Association, located at 21400 Windmill Drive, Ashburn VA 20147. *(This policy does not govern the use of the Windmill Community Center, but rather operates under its own policy.)*
- The Ashburn Farm Association reserves the right to approve or deny any request by a "For-Profit" organization to use Ashburn Farm Association property. Every organization has the right to appeal the decision to the Board of Trustees. The usage of common area for profit is on a first-come first-served basis.
- A fee will be charged to the owner/organization for each day of use of Association Common Area for profit to minimize the financial impact the additional usage has on the members of the Association.
- Activities involving 1-9 people will be charged a fee of \$25/ day. Activities involving 10 -19 people will be charged a fee of \$50/day. Activities involving 20 or more people will be charged a fee of \$100/day. All fees will need to be paid 10 days in advance by cash or check.
- Activities requiring use of a facility require a security deposit of \$500 for Members, and \$1000 for Non-Members. The security deposit is refundable as long as the facility is not damaged.
- Activities for Grounds Use require a security deposit of \$250 for Members and \$500 for Non-Members. The security deposit is refundable as long as the grounds are not damaged beyond reasonable wear and tear.
- In the event of inclement weather, an emergency, etc., please reschedule a minimum of 24 hours in advance. There will be no refunds.
- Requests for usage of any common property must be received by the Association thirty (30) days prior to the intended date of use and must include the attached Application and the Release of Claims Form at the time of the request.
- The organization must agree to indemnify the Ashburn Farm Association from any liability that may arise from any accidents during the time of use by said organization.
- The Member or point of contact that submitted the request must be on site each time the organization is on site, and for the entire duration of the activity. Failure to do so will result in termination of the agreement between Ashburn Farm Association and organization.

- The group/organization must remove all trash and equipment from the property each day it uses the common area. Failure to do so will result in termination of the agreement between Ashburn Farm Association and organization.
- If, at any time, members of the organization sees or is aware of any hazards on the field or facility they are using, they must immediately inform the management of Ashburn Farm Association.
- At no time shall any “For-Profit” Organization lease or sub-lease any part of Ashburn Farm common ground to any other organization.
- Vehicles are not permitted on common ground. Failure to comply could result in termination of agreement.
- Ashburn Farm requires proof of insurance of \$1,000,000.00 of General Liability Insurance and that the Member, or Organization indemnify the Association against all claims.
- The Member or organization must keep insurance policy in good standing during the life of the agreement.

Failure to follow the policies set forth in this document will result in the agreement between the Association and the owner/organization being terminated.    **Initial:** \_\_\_\_\_



**Ashburn Farm Association Application for Athletic Field Use**

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**Organization Information**

Organization Name: \_\_\_\_\_ Sport/Activity: \_\_\_\_\_

Is this activity FOR PROFIT or NOT-FOR PROFIT. (please circle one)

Organization Address: \_\_\_\_\_

Organization Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Liability Insurance Provider: \_\_\_\_\_ Policy Number: \_\_\_\_\_

Organization Representative: \_\_\_\_\_

Representative Address: \_\_\_\_\_

Representative Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Approximate Number of Ashburn Farm Residents Enrolled in this Program: \_\_\_\_\_

Briefly describe the activity that will be taking place on the assigned field(s):

\_\_\_\_\_  
\_\_\_\_\_

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**Request for Time**

**Available Times for Breezyhill & Wintergrove Field Use:**

Monday-Friday, 5:00pm-Dark, Saturday, 9:00am-6:00pm; Sunday 9:00am-6:00pm

\*All other times are reserved for use by Association Members & Guests. Use by teams outside of these periods is prohibited unless authorized in writing by the Ashburn Farm Association.\*

Please indicate the specific field you would like to reserve: \_\_\_\_\_

Please indicate the specific dates and time periods requested: \_\_\_\_\_

**Specific Dates and Times:**


Please make sure you have attached any necessary field lining diagrams (with dimensions) and goal requirements. The Ashburn Farm Association does not provide goals. Field striping is available upon request for an additional \$50 fee per application.

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Maintenance

Please check any field maintenance capabilities that your organization is willing to provide:

Fertilization Application \_\_\_\_\_ Watering (as needed) \_\_\_\_\_ Field Striping \_\_\_\_\_

Porta-Potty (placement & maintenance) \_\_\_\_\_

\* Coordination of efforts between organizations may be required and will be developed by the OSC and/or the Field Use Subcommittee along with input from our Property Maintenance Director and Landscape Contractor.

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**Waiver of Liability**

*Insurance and Indemnification: Applicant will obtain and maintain a liability insurance policy in the amount of One Million Dollars (\$1,000,000 per incident and \$2,000,000.00 maximum) and name Ashburn Farm Association as additional insured. Applicant will provide a copy of the policy to Ashburn Farm Association upon acceptance of this Agreement and annual renewal notification. Additionally, Applicant agrees to indemnify, defend and hold Ashburn Farm Association, its officers, employees and agents harmless from any liability, suit, action, claim, loss or expense of any kind related in any way to injuries or damage that may occur due to applicants use of the field or other Ashburn Farm Common Area.*

**Signatures:**

Organization President: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

\* Please make sure you have attached any necessary field lining diagrams (with dimensions) and goal requirements.

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**For Office use only**

Specific Field Approved: \_\_\_\_\_

\_\_\_\_\_  
*Association Staff Member Signature*

\_\_\_\_\_  
*Date*