

Department of Economic Development and Environment  
City of Windhoek

☒ 59

80 Independence Avenue  
WINDHOEK, NAMIBIA



**APPLICATION FOR THE USE OF ALL SPORTS FACILITY**

Organization:.....

Type of Function:.....

Facility Leased/Used:.....

Date of Function: .....

Time of Function:                      From:.....                      To:.....

Name of Contact Person:.....

Capacity:.....

Postal Address.....

Tel: .....

Cell:.....

E-mail:.....

We hereby declare that we understand and are familiar with the Rules and Regulations pertaining the venue requested and conditions regarding the deposit, lease and total amount to paid as stipulated in the attached Annexure and undertake to comply.

The deposit of N\$.....the lease amount of N\$.....

And the total amount of N\$.....has been paid/not paid.

Signature of Lessee/User: .....

Date: .....

**For official use: Parks Division**

Name:.....

Signature.....

Date:.....

Invoice/Receipt No: .....

Vote No: ..... N\$.....Has been paid/not paid.



DEPARTMENT OF ECONOMIC DEVELOPMENT & ENVIRONMENT – PARKS & GARDENS

DIVISION

**Rules and Regulations for the Use of the Khomasdal Sports Grounds**

- The Khomasdal Sports Grounds are hired out on request and preference will be given to the first applicant for a specific time and date agreed by all parties. All bookings shall be done through the Sport Administrator: @ the Khomasdal Sport Grounds.
- The rental fees for the bookings payable in advance within 7 days after making the refund on cancellation will only be considered if requested in writing at least 7 days before the date of the event.
- Payments can be made at any Council pay point

**1. The lease amounts for usage are as follows:**

- |  |              |
|--|--------------|
| ➤ Utilization of the A field for soccer games and or athletics         | N\$ 759.00   |
| ➤ Utilization of A field for Music show or similar event               | N\$ 7 593.00 |
| ➤ Music show for charitable organisations -50% of the fee              | N\$ 3795.75  |
| ➤ Refundable Deposit for music shows                                   | N\$ 2 531.00 |
| ➤ Utilization of Tennis & Volleyball Court per day for games           | N\$ 759.00   |
| ➤ Utilization of 1 (one) Netball Court per day                         | N\$ 759.00   |
| ➤ Rental of Barbeque unit per stands                                   | N\$ 127.05   |
| ➤ Utilization of 1 (one) Netball court / Volleyball per hour (Weekday) | N\$ 50.40    |
| ➤ Utilization of Tennis Court for Weekdays per hour                    | N\$ 50.40    |
| ➤ Utilization for Lights half N\$382.00 Lights Full                    | N\$ 764.00   |
| ➤ Utilization of six (6) netball court Lights per hour                 | N\$ 64.05    |
| ➤ Utilization of Electricity power Point per hour                      | N\$ 89.25    |
| ➤ Refundable Deposit for Soccer, Netball & Athletic                    | N\$ 500.00   |
- Violation of Facility rules & regulation will serve as a fine and therefor the refundable deposit will be withheld. No refundable deposit will be processed without original receipts.
  - Event organisers should contact the Officer on duty before and after the event to ascent any damages.
  - No tents to be put on the pitch, no cars allowed driving on the pitch.
  - No function will be allowed to continue after 00.00 unless permission is obtained from the City of Windhoek when the booking is made.
  - Please keep the noise level low not to disturb residents in the surrounding areas.
  - The lessee/user should provide their own security at the functions.
  - Glass bottles and objects regarded by the security to be dangerous are not allowed inside the premises.

- The lessee/user must ensure that the facility is clean and in a good condition after use
- No hawkers and traders will be allowed to do business in the parking area. Barbeque units are available for rental inside the premises. Any ashes or charcoal and other litter produced must be removed after the event by the lessee/user.
- Any damages during the event will be the responsibility of the lessee/user. In the event of any damages incurred the lessee/user shall be held liable for restoring/replacing the damage. In case of failure to restore/replace the damage within 7 days, Council will restore the damage and the lessee/user shall be accountable for the cost.
- All applications for the usage of the facilities should be completed in writing on the prescribed form. The lessee/user should ensure that no disturbances occur during the utilisation of the facilities. If disturbances are reported the lessee/user will be held responsible.
- Due to the surface management plan introduce and to ensure the durability of the terrain, team are only allowed to play four (4) matches per day.
- Council and its employees are exempted from whatever may happen to the participants in any Organised event held at the Khomasdal Stadium. In other words, the use of the venue is at Own Risk.
- The event organiser should ensure Covid-19 regulations are adhered at all times

**For any queries don't hesitate to contact the sport administrator at Khomasdal Stadium for bookings Aletha @ 0811286646**

Name of event organiser

.....  
Signature

.....  
Date