



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 County of Henry, Virginia 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.

Cancellation/Refund Policies

- Rental fees are non-refundable per Henry County Parks and Rec policies. Reservation may be rescheduled within 12 months or credit on account may be used towards other HCPR activities/park reservations.
- All user initiated cancellations must be submitted in writing. Emails with a follow-up confirmation are accepted, however, verbal cancellations will not be accepted.
- 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 activities which must be canceled by SRSC management due to inclement weather while the activity is in progress, refunds, if any, will be prorated based on the actual time and space used.
- No credit will be given if a facility user chooses not to use the time they reserved if the park is open.

