

Sports Facility Rental Payment Policy

Hy-Vee Multiplex, North Sports Complex, and South Sports Complex.

1. Weekend Tournaments:

- **Payment Due:**

For weekend tournaments, full payment is due on the **Monday following the event**. An invoice will be sent to the renter after the event, and payment must be received within 24-hours.

- **Late Payment:**

Late payments may result in suspension of the rental agreement or services until full payment is made.

2. Long-Term Rentals & Weekday Leagues/Games:

- **Payment Due:**

For long-term rentals and recurring weekday leagues/games, payment is due on the **1st of each month** for the upcoming month of rentals.

- **Late Payment:**

Late payments may result in suspension of the rental agreement or services until full payment is made.

3. One-Time or New Renters:

- **Payment Due:**

For one-time or new renters, full payment is required **at the time of reservation**. Reservations will not be confirmed or secured until payment is received in full.

- **Non-refundable:**

Payments for one-time or new renters are **non-refundable** unless a cancellation occurs more than 14 days before the reserved date, in which case the cancellation policy (as per the Facility Rental Cancellation Policy) will apply.

4. Special Events / Annual Events:

- **Deposit Due at Time of Reservation:**

For special or annual events, a **20% deposit** is required at the time of reservation to secure the booking.

- **Remaining Balance:**

The remaining balance is due either **the next day** or by the **Monday following the**

event, depending on the event's date and timing. An invoice will be sent to the renter after the event, and payment must be made promptly by the due date.

- **Late Payment:**

Late payments may result in the event being barred from re-booking or services being suspended.

General Terms:

- **Payment Methods:**

Payments can be made via credit card, e-check, or check.

- **Card on File:**

All renters are required to have a card on file.

- **Failure to Pay:**

If payment is not made within the specified time frame, the facility reserves the right to suspend or cancel the rental agreement, deny access to the facility, apply any applicable late fees, and charge the card on file.

- **Refunds and Cancellations:**

All rental cancellations must adhere to the [Facility Rental Cancellation Policy]. Refunds will be processed according to the terms specified for each rental category.