

Bowers Stadium Rental for Football Games: Team Information Form

Class. of Game: _____ Date of Game: _____

Home Team: _____ Colors for this Game: _____

Time Home Team Bus will Arrive at Bowers Stadium on Game Day: _____

Contact Name: _____

Contact Phone (Home or Cell) _____ (Office): _____

Contact Fax: _____ Contact E-Mail: _____

Tax ID #: _____

Business Office Mailing Address: _____

Winner of this game plays winner of: _____ Vs. _____

Game Day Ticket Prices: _____ Passes Honored: _____

Attach an example of each type advance ticket or pass so SHSU ticket takers will know what tickets to accept at the gate. Tickets which differ from the attached tickets will not be honored. If faxing this form, write the ticket or pass color beside the copy of the pass. Ticket prices must be in whole dollar amounts (e.g. \$4.00 not \$4.50)

Official Crew Chapter: _____ Crew Chief: _____

Phone #: _____

Head of Chain Crew: _____ Phone #: _____

The Home team is responsible for procuring and paying all field officials and UIL expenses. If you wish to use a local chain crew, contact Roger Thorpe at (936) 661-3794. Sam Houston State University will provide all press box officials.

Pre-Game Schedule: Please list times for pre-game activities below

_____	Team Warm-up	_____	Announce starting lineups
_____	Coin Toss	_____	Star Spangled Banner
_____	Visiting School Song	_____	Kick-Off
_____	Home School Song		

Rental Fee: \$8,250 plus 10% of the game-day gate receipts. Sam Houston State University will sell tickets on game day. The rental fee will be deducted from ticket sales by the Sam Houston State University Athletic Business Manager. Net profits will be forwarded to the home team for disbursement to the visiting team. In the event that ticket sales do not cover the rental fee, a bill will be sent to the home team for the portion of the rental fee not covered by ticket sales.

Visiting Team: _____ Colors for this Game: _____

Time Visiting Team Bus will Arrive at Bowers Stadium on Game Day: _____

Contact Name: _____

Contact Phone (Home or Cell) _____ (Office) _____

Contact Fax: _____ Contact E-Mail: _____

Return completed form to DJ Schwoegl, Athletic Facilities Coordinator, Sam Houston State

Bowers Stadium Rental for Football Games: General Information

Sam Houston State University Contacts: D. J. Schwoegl, Athletic Facilities Coordinator (713-859-3951 cell, djs025@shsu.edu) Jason Barfield, Media Services (Phone: 936-294-3533); Bobbie Hilliard, Athletic Business Manager (Phone: 936-294-1727); Dustin LeNorman, Athletic Trainer (936-294-1710)

Field Surface: RealGrass Pro AstroTurf

Reservations: Taken by phone on a first-come, first-serve basis. The attached reservation form must be returned via fax or email to the Sam Houston State University Department of Athletics. Priority will be given to games which can be guaranteed (all possible combinations agree to play at this site on a given date).

Rental Fee: \$8,250 plus 10% of game day gate receipts. Sam Houston State University will sell tickets on game day. The Sam Houston State University Athletic Business Manager will deduct the rental fee from ticket sales. Net profits will be forwarded to the home team for disbursement to the visiting team. In the event that ticket sales do not cover the rental fee, a bill will be sent to the home team for the portion of the rental fee not covered by ticket sales.

Seating Capacity: 14,000

Game Day Ticket Prices: Ticket prices will be established in advance by the home team. Ticket prices must be set as whole dollar amounts (e.g. \$4.00 NOT \$4.50). All game day tickets will be general admission.

Advance Ticket Sales: The Home Team and Visiting Team may sell advance tickets. Money from sales of advance tickets will be kept by the respective schools. Examples of all types of advance tickets sold must be provided to Sam Houston State University in advance.

Sam Houston State University will be responsible for the following services and officials:

Game Day Operations Manager (On Site Contact), Concessions (Spectrum Catering), Ambulance (Walker County EMS), General Security (University Police Department), Plumber (stand-by), Electrician (stand-by), Pressbox Manager, Clock Operator, Scoreboard Operator, Announcer, Stadium Cleaning.

The Home Team will be responsible for the following services and officials:

Procuring and paying of all field officials (contact Roger Thorpe at 936-661-3794 for local chain crew); disbursement of profits to visiting team; payment of any required UIL expenses directly to the UIL; providing roster lists for the announcer and media in the pressbox prior to game.

Pressbox/Sideline Passes: Each school must provide its own sideline and press box passes. Sample sideline and press box passes must be provided to Sam Houston State University security personnel on game day (E-mailed scanned images are preferred. If no passes are provided early, no one outside of credentialed media and team personnel will be allowed on the sideline or in the press box.

Spirit Groups: Bands, Cheerleaders, Drill Teams, etc. will be admitted free of charge on game day if in uniform.

Game Programs: If game programs are desired, it will be the responsibility of the home team to produce and sell programs and to distribute profits from program sales to the visiting team.

Each team will be responsible for its own: Towels, trainers and training equipment, replacement drink, cups, field communication phones.

Training Room: The training room will be open and staffed by one Sam Houston State University Athletic Trainer. Water will be provided on the sidelines and in the locker rooms with injury ice on the sidelines for both teams. The training room will not be available for pre-game or post-game taping or treatments. It will be available for the treatment of injuries incurred during the game as needed by both teams.

Locker Rooms: The Home Team will use the west (men's track) locker room. The Visiting Team will use the east (women's track) locker room.

Seating: Home team fans will sit on the west (press box) side and will enter through gates 2 or 3. Visiting team fans will sit on the east side and will enter through gate 1 (north entrance under scoreboard).

Team and Band Bus Parking: All team buses must enter at the south end of the stadium (fieldhouse end). Team buses should park and unload in the Mafrige Fieldhouse parking lot. Players will enter through the west (home) or east (visitor) players gates. Band buses will drive to the north gate (gate 1, under scoreboard) to park and unload in the north lot.

Ron Mafrige Fieldhouse Parking Lot: The only vehicles allowed in the fieldhouse parking lot are football team buses, game officials and Sam Houston State University Officials. All other vehicles will be towed at owner's expense.

Spectator Parking: West (home) and north (visitors) of Bowers Stadium

Scouts: Due to limited space, **a maximum of two scouts per school will be allowed in the pressbox. Please inform all possible opponents of this policy as it will be strictly enforced.**

Coaching Boxes in the Pressbox: One per school with a seating capacity of six. Please note that teams must provide their own field communication systems.

VIP Areas: The President's Suite and Donor Suites on the second level of the pressbox are available as **VIP areas ONLY for an additional fee. Arrangements must be made well in advance and groups are not able to be separated.**

Miscellaneous: Music. Sam Houston State will provide warm up music prior to the game. If teams have specific music they would like played prior to the respective bands taking over, a copy of each tract, **in mp3 format** (E-mailed files are preferred), **must be provided to Sam Houston State at least three days prior to the game for screening and loading purposes.** Any offensive music, in our judgment, will not be played.

Athletic Use Only: Rental of Sam Houston State Athletic Facilities may only be used for athletic events only.