

Field Allocations - Application Checklist



Group Name	<i>Coronado Rugby Club</i>	Season	Jan-June/ July-December
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No	Checklist	✓
01	Hold Harmless Agreement ► Signed by the organization's authorized representative. (Expires annually)	
02	Annual Waiver ► Must include the Organization President's signature. Include expiration date directly on the document. (Expires annually)	
03	Liability Insurance (COI) ► Must list City of Coronado as the Certificate Holder and include an Additional Insured Endorsement.	
04	Nonprofit Verification ► Proof of 501(c)(3) status or current nonprofit documentation. (Renew annually or as updated.)	
05	Contact List ► Provide a current season contact list including coordinator, coaches, and assistants with phone numbers and emails.	

*not
Attached*

*not
Attached*

*Mailed
City*

Attached

Attached

No	Checklist	✓
06	Application for Games/Practices ▶ Submit game/practice schedule, requested fields, and dates.	
07	Field Rest Calendar ▶ Confirm awareness of seasonal field rest and closures.	
08	Notification Link ▶ Provide the organization's link for park status notifications. <i>CORONADO Rugby@gmail.com</i>	
09	Proof of Residency SOP + Rosters ▶ Rosters must be provided two (2) weeks after season begins to ensure proper billing.	
	Notes ▶ All documents must be received and approved prior to getting a firmed permit ▶ Incomplete submissions may result in delays of permits. ▶ Please email all materials to pbc@coronado.ca.us or upload them to CivicRec under your organization's account	

Attached

SM

ON Fi/2

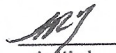


Hold Harmless and Indemnity Agreement

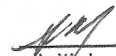
I/WE, FIELD/FACILITY USER (USER), have expressed the desire to utilize an athletic field or athletic facility owned or managed by the City of Coronado (CITY) and managed by Recreation and Golf Services as stated on this application.

We, the CITY and City of Coronado Recreation and Golf Services (RGS), agree to provide access to a field or facility to meet the use requested on this application as availability and priority of use allow. Submission of an Application and Agreement Request does not constitute approval. Approval is given according to the allocation policy, field/facility availability, after rosters are received and when a permit is issued.

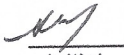
NOW, THEREFORE, for and in consideration of the covenants herein contained, performed and to be performed, the parties here to agree as follows:


Initial

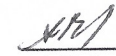
RGS shall schedule access to and make all provisions for the USER to enter and use permitted public facility as required to fulfill the purpose of the Agreement.


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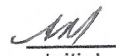
USER will designate in writing a Field Allocation Representative to act as the Organization's representative with respect to the use of the facility contemplated hereunder. Such person shall have complete authority to name a designee, transmit instructions, receive information and relay the RGS requirements in connection with said use.


Initial

The USER hereby agrees to defend at his own cost, and to indemnify and hold harmless the City of Coronado, RGS and its elected and appointed boards, officers, agents and employees from and against any and all liability, damages, costs, losses, claims and expenses, howsoever caused, resulting directly or indirectly from or connected with the performance of the Agreement (including but not limited to such liability, costs, damage, loss, claim or expense, arising from the death or injury to an agent, member, invitee, or employee of the USER or of the CITY or damage to the property of the USER, or of the CITY or of any agent, member, invitee or employee of USER, or of the CITY except where such liability, damages, costs, losses, claims or expenses are caused solely by the negligent or wrongful acts of the CITY or any of its agents or employees other than negligent omission or commissions of the CITY its agents or employees, in connection with the general supervision or direction of the use of said facility). The USER, in addition to the foregoing, specifically shall indemnify and save harmless CITY any and all of the CITY's officers, agents, and employees, from any liability by reason of California safe place statutes or similar provisions pertaining to the use of said public facility or safety of materials or equipment supplied by the CITY or others at the direction of RGS and used in the performance of the purposed hereunder.


Initial

It is further understood and agreed that the USER shall be acting at all times as an independent contractor herein and not as an employee of the CITY. The USER shall secure at his expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation and other payroll deductions for the USER and his officers, agents and employees and all business licenses, if any, in connection with the use of said facility.

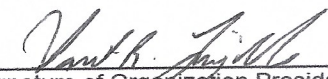

Initial

The USER shall secure and maintain throughout the period of use contemplated under this Agreement general liability insurance with policy limits of not less than \$1,000,000 per occurrence, with the City of Coronado named as additionally insured by endorsement. Such policy or policies of insurance shall further provide that said policies of the USER shall be primary over any insurance held by the CITY that may be applicable.


Initial

This Agreement, the exhibits hereto and any special provisions to which the Agreement is subject may only be altered, amended or rescinded by a duly executed written Agreement. Executed in the City of Coronado, State of California and subject to laws thereof.

Director, Recreation and Golf Services



Signature of Organization President,
Site Administrator or Principal

Date: _____

Date: 5/30/2026

Acknowledgment of Review and Agreement

By signing below, I acknowledge that I have reviewed, understand, and agree to all City of Coronado Facility Use Policies, Field Allocation Procedures, and Permit Conditions on behalf of our organization. I further confirm that all information provided in this application packet is accurate and complete to the best of my knowledge.

Organization Name: Coronado Rugby Club

Authorized Representative (Print Name): Santos Trujillo

Signature: Santos Trujillo

Date: 5/30/2026

Date of this notice: 04-17-2024

Employer Identification Number:
99-2556533

Form: SS-4

Number of this notice: CP 575 E

CORONADO RUGBY CLUB
% CARE OF SANTOS TRUJILLO
702 G AVE
CORONADO, CA 92118

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 99-2556533. This EIN will identify your entity, accounts, tax returns, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

Taxpayers request an EIN for business and tax purposes. Some taxpayers receive CP575 notices when another person has stolen their identity and are operating using their information. If you did **not** apply for this EIN, please contact us at the phone number or address listed on the top of this notice.

When filing tax documents, making payments, or replying to any related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

When you submitted your application for an EIN, you checked the box indicating you are a non-profit organization. Assigning an EIN does not grant tax-exempt status to non-profit organizations. Publication 557, Tax-Exempt Status for Your organization, has details on the application process, as well as information on returns you may need to file. To apply for recognition of tax-exempt status, organizations must complete an application on one of the following forms: Form 1023, Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code; Form 1023-EZ, Streamlined Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code; Form 1024, Application for Recognition Under Section 501(a); or Form 1024-A, Application for Recognition of Exemption Under Section 501(c)(4) of the Internal Revenue Code.

Nearly all organizations claiming tax-exempt status must file a Form 990-series annual information return (Form 990, 990-EZ, or 990-PF) or notice (Form 990-N) beginning with the year they legally form, even if they have not yet applied for or received recognition of tax-exempt status.

If you become tax-exempt, you will lose tax-exempt status if you fail to file a required return or notice for three consecutive years, unless a filing exception applies to you (search www.irs.gov for Annual Exempt Organization Return: Who Must File). We start calculating this three-year period from the tax year we assigned the EIN to you. If that first tax year isn't a full twelve months, you're still responsible for submitting a return for that year. If you didn't legally form in the same tax year in which you obtained your EIN, contact us at the phone number or address listed at the top of this letter. For the most current information on your filing requirements and other important information, visit www.irs.gov/charities.



Youth Sports Concussion Policy

Coronado Rugby Club
(Name of organization)

a private non-profit youth sports group, verifies that all coaches, athletes, and athletes' parents/guardians have complied with mandated policies for the management of concussions, head injuries, and cardiac arrest prevention as prescribed by AB379.

Specifically, we verify that our organization will ensure:

- 1) All coaches (paid or volunteer) will be educated in the nature and risk of concussion, head injury, or cardiac arrest prior to the first practice/competition.
- 2) Athletes in our organization and the parent(s)/guardian(s) of those athletes will annually sign and return to our organization an information sheet relating to the nature and risk of concussion, head injury, or cardiac arrest.
- 3) Any athlete displaying signs or symptoms of concussion/brain injury or cardiac arrest will be removed from participation immediately, and not allowed to return to play until they present written clearance from a licensed health care provider trained in the evaluation and management of concussion/ brain injury.
- 4) Players will be provided educational materials on concussion, head injury and cardiac arrest.

I am authorized to sign on behalf of the organization listed above:

Santos Trujillo
Print Name

[Signature]
Signature

5/30/2024
Date



To: City of Coronado Parks and Recreation

From Coronado Rugby Club

Subject: Coronado Rugby Club Contact List

Date: May 30, 2026

To whom it may concern, below is our contact list.

President: Santos Trujillo, coronadorugby@gmail.com, 757-348-9041

Vice President: Barrow Emerson coronadorugby@gmail.com 619-865-7532

High School Head Coach: Santos Trujillo coronadorugby@gmail.com 757-348-9041

Middle School Head Coach: Dan Free flynavy05@gmail.com , 520-87-0868

Thank you,

Santos Trujillo



Application and Agreement Request for Use of Athletic Fields

Requirements for Athletic Field Rentals:

1. **Civic Rec Account:** All applicants must have a valid Civic Rec account with accurate account holder information.
2. **Application & Policy Acknowledgment:** Applicants must read, understand, and sign the Athletic Field Use & Allocation Policy, Rules, and Regulations.
3. **Liability Insurance:** A policy covering The City of Coronado as an additional insured, with a minimum coverage of \$1,000,000.
4. **Business License:** A valid City of Coronado Business License is required for any commercial activity.
5. **Non-Profit Status Proof:** If applicable, provide proof of non-profit status for fee classification.

Important: Ensure all submitted information, including names, addresses, and account details, is accurate and consistent across all documents. Submission of an Application and Agreement Request **does not** constitute approval.

Application Submission: Email completed applications to parkandbeachrentals@coronado.ca.us.

All requests for recurring permits require approval from the City of Coronado's Recreation Department Director.

Organization Name:	CORONADO Rugby Club		
Organization Address:	269 PALM AVE	City:	Coronado
Organization Contact:	SANTOS TRUJILLO		
Cell Phone:	757-348-9041	Email:	CORONADO Rugby@gmail.com
Non-profit EIN:	99-2556533		
Sport:	Rugby	Ages Served	☒ Youth ☒ Adult
Total # of Teams:	5 teams	Total # of Participants:	120

Day(s) of the week	Date(s)	Time	Field(s)
M, T, W, T, SAT	SEPT 28 -> DEC 18	4-6pm	Tidelands Q2

I certify that the information on this Application and Agreement Request for Use of Athletic Fields form is correct as defined in the Athletic Field Use & Allocation Policy. I understand the possible consequences if the information is incorrect or misleading within the acceptable boundaries as described in the allocation policy. I have read the Application and agree to all provisions listed on this Application, the Athletic Field Use & Allocation Policy, Rules and Regulations and disclaimers applied to issued permits, and will communicate this information to our coaches and participants.

Signature: Santos Trujillo

Date: 5/30/2026