

**Town of Delafield
Department of Parks and Recreation**

**2011 General Information, Policy, Fees/Charges for Reservation and Use of
ATHLETIC FIELDS**

ELIGIBILITY

Town of Delafield Park Recreation Teams
Independent Team/Group/League
Individual Rental
Special Athletic Events/Tournaments

AVAILABLE FACILITIES:

The Department issues reservation permits for the athletic fields listed below:

Ball Diamonds

Sports Commons Park: Large Baseball Diamond - 90' & 80' base lengths, Youth Baseball Diamond - 70' & 60' base lengths

Del-Town Park: Softball Diamond - 65', 60' & 50' base lengths

All-Purpose Fields

Sports Commons Park: Soccer Field - U12 and under (goals available)

Elmhurst Park – U14 Space (practice only – no goals)

APPLICATION/FEES:

- Application on a "2011 Facility Use Application and Agreement" form must be made out and submitted to the Town of Delafield (not required for Town of Delafield Park Recreation Teams).
- The application is to be completed by a Town of Delafield resident, 21 years of age or older, who will assume responsibility for compliance with facility/park rules during the reservation period. (Non-residents may apply on a space available – basis.)
- Blocked time must include setup for game, warm-up, game time and cleanup.
- Reservations for the 2010 season are to be postmarked no earlier than January 15th, 2011.
- Certificate of Insurance required with application for approval.
- Fields may be played on beginning April 1st. No refunds after April 1st. Weather cancellations will be made up through the use of double-headers or alternate date based on availability.
- \$100 deposit – Team/Group/League fee to be included with application.
- 2011 Baseball Fees –

\$75 – Sports Commons Youth Baseball Field, Sports Commons Baseball Field, Del-Town Softball Field (Per game)

\$50 – Sports Commons Youth Baseball Field, Sports Commons Baseball Field, Del-Town Softball Field (Per 2 Hour practice)

- Field Prep Included - Includes dragging, base positioning and lining field (weather permitting)
- 2011 Soccer Fees - \$10 per hour

PRIORITIES FOR RESERVATIONS:

1. Department Sponsored Leagues/Programs/Activities
2. Independent Teams/Groups/Leagues - 30% of team must be Town of Delafield residents - proof of player residency required
3. Independent Teams/Groups/Leagues
4. Individual Rental
5. Special Athletic Events/Tournaments

GENERAL INFORMATION/RULES

1. A Team/group/organization obtaining an *approved* "2011 Application and Rental Agreement for Town Park Facilities" form agrees to abide by all rules and policies of the Town of Delafield Parks and Recreation Department as stated in Chapter 19 of the Town of Delafield Municipal Code (available for review at the Town Hall) as well as the "Rules for use of Town Parks" listed on the front page of the form.
2. Field Prep will be available Monday through Friday to include dragging, base positioning and lining. Weekends available on request and with adequate notice.
3. All leagues will be notified of their reservations status as soon as possible with all teams notified as soon as possible.
4. The Town Park Coordinator/Town Park Commission reserves the right to assign fields at his/her discretion in the event of scheduling conflicts.
5. Keep a copy of your approved permit to prove reservation of a field.

General Information, Policy, Fees/Charges for Reservation and Use of SPECIAL ATHLETIC EVENTS/TOURNAMENTS

ELIGIBILITY

1. The sponsor must be a Town of Delafield based organization, group, business, or individual resident. Events/tournaments that are sponsored by a nonresident will be allowed only if they comply with the eligibility requirements indicated below.
2. All special events require approval by the Parks and Recreation Commission.
3. All event/tournament sponsors must comply with the following requirements:
 - Purpose of event/tournament must be charitable in nature with no private profit or gain.
 - The application must be received no later than 45 days prior to the requested date(s) of the event. This deadline is subject to change depending on the nature and scope of the event and the amount of time necessary for appropriate review and consideration of the request by the staff and the Parks and Recreation Commission.

APPLICATION/FEES:

- Application on a "2011 Facility Use Application and Agreement" form must be made out and submitted to the Town of Delafield.
 - The application is to be completed by a Town of Delafield resident, 21 years of age or older, who will assume responsibility for compliance with facility/park rules during the reservation period. (Non-residents may apply on a space available basis.)
 - Certificate of Insurance required with application for approval.
 - The same fees and conditions apply as to team rental information.