



VILLAGE OF ALLOUEZ
2016 ATHLETIC FACILITY RESERVATION PERMIT
 Parks and Recreation Department · 1900 Libal St. · Allouez, WI 54301

Complete the following information:

ORGANIZATION/LEAGUE NAME: _____ Youth Adult

Main Contact: _____

Email: _____

Address: _____

City/State/Zip: _____

Primary Phone: _____

Other Phone: _____

Secondary Contact:

Email: _____

Address: _____

City/State/Zip: _____

Primary Phone: _____

Other Phone: _____

RERSERVATION INFORMATION

Date (s) of Play:

Start Date: _____ End Date: _____

Day (s) of Play:

Monday__ Tuesday__ Wed. __ Thursday __ Friday__ Sat__ Sun__

Time of Play:

Start Time: _____ am/pm End Time: _____ am/pm

Number of participants/spectators expected: _____

Will the fields need to be marked by the Village? YES NO

Do you intend to use the concession stand? YES NO

Do you plan to sell alcohol? YES NO

**If yes a temporary liquor license is required through the village clerk.

Do you intend to use lights? YES NO
 (Lighted facilities only)

Will you be selling any goods? YES NO

**If yes a vendor permit is required and village board approval.

Softball/Baseball	Game (s)	Practice(s)
Green Isle Softball (Lighted)	# _____	# _____
Green Isle Baseball (Lighted)	# _____	# _____
East Lawn Baseball	# _____	# _____
Langlade Softball	# _____	# _____
Riverview Softball Complex/5	# _____	# _____
Webster Basbeball/5	# _____	# _____
Soccer		
Green Isle/2	# _____	# _____
Broadview Complex/5	# _____	# _____
Kiwanis/2	# _____	# _____
Football and Multi-purpose		
Green Isle Football Field	# _____	# _____
Optimist Field	# _____	# _____
Tennis		
Green Isle	# _____	# _____
East Lawn	# _____	# _____
Langlade/2	# _____	# _____
<p>**If games and practices are planned, a formal game schedule must be submitted before the first reserved date.</p>		

PLEASE READ:

League Reservations will not be secured unless the above information is complete and accurate.

By signing below, I hereby acknowledge that I have completed the above information to the best of my knowledge, read the above information, received a copy of the Athletic Facility Rules, and will agree to all said rules and guidelines governing the use of the Village Athletic Facilities.

Signature: _____

Date: _____

FOR OFFICE USE ONLY:		Games Fees _____ dates x \$ _____ rate \$ _____	
Date Reservation Made: _____		Practice Fees _____ dates x \$ _____ rate \$ _____	
Amount Paid: _____	Date Paid: _____	Light Fees _____ dates x \$ _____ rate \$ _____	
Staff Initials: _____	Director Approval: _____	Other Fees: _____	\$ _____
Key Issued _____	Date Issued: _____	Keys Returned (Date): _____	Total Due: \$ _____



VILLAGE OF ALLOUEZ
ATHLETIC FACILITY
RESERVATION RULES AND GUIDELINES

1. All facilities will be clean and clear of garbage.
2. The permittee at its own cost shall obtain and maintain general liability insurance for the event in the minimum amount of \$2,000,000 for damages arising out of personal injuries to any one person and \$50,000 property damages. Product liability is required only if permittee dispenses food, confections, refreshments, and/or beverages.
3. The permittee (and in case of individuals, partnerships and associations, the named contact person and the person signing this agreement), shall indemnify and save harmless the Village and its employees and representatives, against any and all injuries and damages to persons and property, and shall defend, indemnify and save harmless the Village and its employees and representatives from any and all claims, demands, suits, actions, costs, expenses and proceedings of any kind and nature, including any claims for injuries and/or damages caused in whole or in part by the negligence of the Village, its employees and representatives, which in any way result from or arise out of such activity.
4. No bus parking allowed within facility parking lots.
5. Access to bathrooms will be provided upon advance request; bathrooms must be left in good, clean condition. Renter is responsible for supplying toilet paper & paper toweling.
6. The Director of the Parks, Recreation & Forestry Department has the right to cancel an event due to inclement weather.
7. Renter is responsible for the removal of all garbage. Dumpster rental is recommended for tournaments.

2016 Fee Schedule

Field Fees (softball, baseball, soccer, football)

\$35 per field/per day for dragging and marking – initial game only
Time and Half for dragging and marking after M-F after 4pm and Sat
Double time for dragging and marking on Sunday
Use of Lights: \$5.00 per hour
Season Practice Fee: \$175.00
Camp Fees: \$350.00 per week

Tennis Courts

\$20.00 per facility/per match (2 hours per match)
\$150.00 Practice Season