



CLASS #: _____
INVOICE #: _____
DATE: _____

MILWAUKEE COUNTY PARKS
ORGANIZED SPORTS OFFICE
9480 WATERTOWN PLANK ROAD
WAUWATOSA, WI 53226
(414) 257-8030 FAX (414) 257-8044

2012 ATHLETIC FIELD APPLICATION

LEAUGE RENEWAL DEADLINE: February 17, 2012

SINGLE GAME REQUESTS START: February 20, 2012

****NOTE:** Whenever possible the organization using County facilities during previous year for LEAGUE PLAY will have first choice for the same facilities for the coming season (This doe NOT pertain to individual games scheduled). THIS DEPARTMENT RESERVES THE RIGHT TO MAKE CHANGES AS NEEDED. Permit leagues, tournaments, clinics, etc. are sponsored and conducted by organizations and private individuals that contract the use of County facilities. NO special services are provided other than the assigning and maintenance of such facilities.

Organization: _____ **Person Responsible:** _____

Cell Phone: _____ **Primary Phone:** _____ **Address:** _____

City: _____ **Zip:** _____ **E-Mail:** _____

Signature: _____

Participant (s) agrees to indemnify, defend and hold harmless, the County, its officers and employees, from and against all loss or expense including costs and reasonable attorney's fees and/or liability for damages for personal injury and property damage to the extent caused by any negligent or willful act or omission of participant (s).

RENTAL REQUEST INFORMATION:

Day: Sun Mon Tues Wed Thurs Fri Sat

Time: _____ to _____

Date (s): _____ **Sport:** _____

Park Requested: _____ **Field #:** _____ **# of Games:** _____

Additional Information: Base Distance: _____ Mound Distance: _____

PA/Scoreboard: YES NO Lights: YES NO

Other Information: _____

***Accepted Payment Options: Cash, Check, Money Order and Credit Card (Visa or MasterCard)**

CREDIT CARD INFORMATION

CARDHOLDER: _____

MC/VISA #: _____ **EXP:** _____

CHECK **CASH**

PARK PROCEDURES, RULES AND POLICIES

Athletic field permit is subject to all municipal and county ordinances in addition to all rules and regulations governing parks and parkways and can be terminated immediately at the discretion of the Milwaukee County parks or Milwaukee County Sheriff's Department if the terms of the application are violated or when public safety is threatened. The person responsible for the rental will be billed for damaged park property and/or excessive clean-up cost. **PERMITS ISSUED MUST BE PRESENT ON-SITE AT ALL TIMES.**

ALCOHOL: NO person shall bring into or drink any spirituous, vinous, malt or mixed liquor in any park or parkway except in such areas as designated by the Department of Parks (picnic areas with a valid picnic permit), or such places where beverages are sold by license of the Department of Parks.

CLEAN-UP: All groups using the Milwaukee County Parks facilities are expected to leave the area(s) in the same condition in which it was found. Groups who fail to clean area could be charged for excessive clean up. It is the responsibility of the permit holder to make sure these areas are cleaned up. ALL responsibility will fall on the named permit holder.

PARKING: Park patrons must use parking lots or designated street parking. There is absolutely NO PARKING allowed at field sites or areas designated "NO PARKING." Vehicles will be reported to the Milwaukee Sheriff's Department and are subject to be ticketed and towed at the owner's expense.

SCHEDULING OF FACILITIES: Please see the Permit Application Packet for more details.

FIELD CONDITIONS: If ANY Milwaukee County Parks personnel deem a field unplayable, users are expected to abide by this decision in an effort to minimize field damage. Groups who fail to follow field condition decisions could be billed for turf damage regardless if permits are taken out with the Organized Sports Office. If there are any questions about the conditions of specific fields, please check our website at countyparks.com under FIELD CONDITIONS under softball or baseball tabs. You may call the Public Service Office if you do not have access to a computer at (414) 257-8030, Monday –Friday after 4:00PM. For weekend rentals, park personnel will be in contact with the permit holder at least 2 hours prior to start of rental to determine if fields are playable.

RE-SCHEDULING: Re-scheduling is subject to the judgment of the Organized Sports Office. Please call or submit a written request for a desired re-scheduled date. Games cancelled by the Milwaukee County Parks due to field conditions or due to inclement weather at game time will be rescheduled with NO additional charge.

CANCELLATION POLICY: Reservations that are cancelled are subject to penalties. Cancellation fees are determined by the amount of notice given prior to event and must be submitted in writing. Upon receipt of cancellation notice, penalties if applicable, will be applied as follows:

- More than 45 days: Full Refund less \$20.00 processing fee
- 45 to 30 days prior: 50% Refund
- Less than 30 days: No Refunds

RAINOUT MAKE-UPS: If any game is rained out during the season, it is the responsibility of the permit holder to notify the sports office of the rain make-up date **no later than 48 hours after** cancelled game. If no notification is made to the Sports Office, you will be charged an additional fee of \$10.00 for re-scheduling the game. If rescheduling is not possible, a credit will be issued to be used at a later date. **No refunds will be given to any group after the season is completed for games that were not re-scheduled.**

PRACTICE PERMITS: Practice permits are issued on a WEEKLY BASIS. Practice permits are NOT issued on a SEASONAL BASIS. Available practice fields are listed on our website at countyparks.com and can be booked at the individual park or with the Organized Sports Office. NO practice permits will be issued prior to scheduled games on fields. Persons or groups found using fields that are already prepared for games will be fined and a suspension of permits are possible. Practices on lighted fields are subject to field availability and staffing. It is strongly recommended that practice permits be obtained to insure access to fields. Most fields are available on a first come, first serve basis unless a practice is secured.

****NOTE**** Aaron, Harden, Kuehn, Simmons, Zirkel, Madison #1 and Wilson Stadium CANNOT be used at any time for practice. The Organized Sports Office will issue permits for games on these fields.