SPORTS FACILITIES USE APPLICATION

RECREATION SERVICES

Organization Name: _____

Address: _____ City/State/Zip: _____

Primary Contact: _____ Email: _____

Address: _____ City/State/Zip: _____

Phone: _____ Fax: _____

Additional Phone Numbers:_____

☐ Camp ☐ Clinic ☐ Games ☐ Practices ☐ Tournament ☐ Opening Day

☐ Other (specify): _____

Season: ☐ Spring ☐ Summer ☐ Fall ☐ Winter

Park/Field Requested:

Osage Park
- ☐ Ball Diamond 1
- ☐ Ball Diamond 2
- ☐ Ball Diamond 3
- ☐ Ball Diamond 4
- ☐ Soccer Field 1
- ☐ Soccer Field 2
- ☐ Soccer Field 3
- ☐ Soccer Field 4
- ☐ Soccer Field 5
- ☐ Tennis Court A
- ☐ Tennis Court B
- ☐ Tennis Court C
- ☐ Tennis Court D

Diablo Vista Park
- ☐ 60' East Ball Field
- ☐ 80' Lighted Field*
- ☐ MTV Field*
- ☐ Soccer East
- ☐ Tennis Court 1*
- ☐ Tennis Court 2*
- ☐ Concession Bldg

*** lighted field/court**

Sycamore Valley Park
- ☐ Ball Diamond 1*
- ☐ Ball Diamond 2*
- ☐ Ball Diamond 3*
- ☐ Ball Diamond 4*
- ☐ Ball Diamond 5*
- ☐ Ball Diamond 6
- ☐ Soccer Field 1*
- ☐ Soccer Field 2*
- ☐ Soccer Field 3*
- ☐ Soccer Field 4*
- ☐ Soccer Field 5
- ☐ Bocce Court 1*
- ☐ Bocce Court 2*
- ☐ Bocce Court 3*
- ☐ Bocce Court 4*
- ☐ Concession Bldg

Diablo Vista Middle School
- ☐ Gymnasium
- ☐ Soccer Field 1
- ☐ Soccer Field 2
- ☐ Turf/Football Field

Monte Vista High
- ☐ Tennis Court 1*
- ☐ Tennis Court 2*
- ☐ Tennis Court 3*
- ☐ Tennis Court 4 *
- ☐ Tennis Court 5
- ☐ Tennis Court 6
- ☐ Tennis Court 7
- ☐ Tennis Court 8
- ☐ Pool

San Ramon Valley High
- ☐ Tennis Court 1*
- ☐ Tennis Court 2*
- ☐ Tennis Court 3*
- ☐ Tennis Court 4*
- ☐ Tennis Court 5
- ☐ Tennis Court 6

Diablo Vista School
- ☐ Soccer Field

Los Cerros School
- ☐ Ball Diamond 1
- ☐ Ball Diamond 2
- ☐ Soccer Field
- ☐ Gymnasium

Stone Valley School
- ☐ Ball Diamond 1
- ☐ Ball Diamond 2
- ☐ Soccer 1
- ☐ Soccer 2

Alamo Elem School
- ☐ East Field
- ☐ West Field

Baldwin Elem School
- ☐ Ball Diamond No.
- ☐ Ball Diamond So.
- ☐ Soccer Field

Green Valley School
- ☐ Ball Field 1
- ☐ Ball Field 2
- ☐ Soccer 1
- ☐ Soccer 2

Oak Hill Park
- ☐ Large grass area
- ☐ Jogging Trail
- ☐ Open Space

Greenbrook School
- ☐ Ball Diamond 1
- ☐ Ball Diamond 2
- ☐ Soccer Field

Montair Elem School
- ☐ Ball Diamond
- ☐ Soccer Field

Rancho Romero
- ☐ Ball Diamond 1
- ☐ Ball Diamond 2
- ☐ Field 1
- ☐ Field 2

Tassajara Hills
- ☐ Ball Diamond
- ☐ Soccer Field

Vista Grande Elem
- ☐ Ball Diamond 1
- ☐ Ball Diamond 2
- ☐ Ball Diamond 3
- ☐ Soccer 1
- ☐ Soccer 2

Sport to be played: _____

Maximum number of participants: _____ Age of participants: _____

Expected attendance: _____ Expected spectators: _____ Entry fee: _____

Describe event: _____

_____

REQUESTED DATES/TIME:

Dates of Requested Use		Days of Weeks Requested							Hours Requested	
From	To	Mon	Tue	Wed	Th	Fri	Sat	Sun	From	To

NOTE: Hours requested must include time required to set-up and breakdown the event

User groups are responsible for supplying the following. Please indicate which items you will be utilizing.

☐ Porta-Potties ☐ Equipment (goals, etc.) ☐ Litter pick-up ☐ Striping of fields

☐ Lights (will be billed to organization by the hour)

Other: _____

POLICES AND GUIDELINES: (***Please read carefully***)

- All users ***must*** provide Certificate of Insurance with a minimum of $1,000,000 liability coverage naming the Town of Danville as Additionally Insured.
- Lights are an additional charge and will be billed by the hour
- Any additional time used beyond scheduled time, will be billed to organization.
- All cancellations must be given at least two weeks prior to schedule date unless fields are closed due to weather.
- All requests must be submitted and paid for, no later than 2 weeks prior to date of use.
- No inflatable structures, dunking booths, petting zoos, or barbecues allowed in parks.
- No driving vehicles on pathways in any park area.
- Parking allowed in designated areas only.
- Fields may be closed due to weather. To confirm field status, renter must call the Sports Field information line at 314-3484.
- Groups requesting field use are responsible for the safety of the people participating in their activity.
- **The start time for field use is 8:00 am. Set up/Warm up prior to 8:00 am is not permitted.**

_____	_____	_____
Customer Signature	Town of Danville	Today's Date

RESERVATIONS WILL NOT BE CONFIRMED OVER THE PHONE.
RESERVATIONS ARE CONFIRMED AFTER FULL PAYMENT HAS BEEN MADE AND YOU HAVE RECEIVED A RESERVATION CONFIRMATION.

Please make all checks payable to: Town of Danville

MAIL APPLICATION AND CHECK FOR FEES TO:
DANVILLE COMMUNITY CENTER, 420 FRONT STREET, DANVILLE, CA 94526-1740
ATTENTION: FACILITIES MANAGEMENT

CREDIT CARD PAYMENT: AMEX, MASTERCARD OR VISA

_____ Please check here if you would like to pay by credit card. In order to provide you with a more secure payment experience, the Town is no longer accepting written credit card numbers on applications. Once we have received and processed your application, the Facilities office will call for your credit card payment information.