



Field Reservation Policy and Fee Structure Baseball/Lacrosse/Soccer/Softball Fields

These guidelines apply to individuals who use Granville Recreation District (GRD) fields at Raccoon Valley and Wildwood Parks. All reservations are weather dependent. Field conditions are dependent on weather and preparation time.

1. A permit must be completed for each request.
2. At the discretion of the Granville Recreation District, individuals or organizations with a successful 2018 rental / tournament can reserve the corresponding weekend in 2019 between December 3rd, 2018, and December 28th, 2018. A successful rental / tournament is identified as one in which the original permit request was paid in full and not cancelled and there were no major rule violations. Rainouts occurring in 2018 will be given the same priority status, unless the tournament was previously cancelled.
3. For 2018, individuals can reserve available fields for rental / tournament purposes beginning Monday, January 14th, 2019, at 9:00 AM at the GRD office, located at 130 North Granger St., Granville, Ohio 43023, or by calling Andy Wildman, 740-587-1976.
4. If a team of two or more individuals manages a rental / tournament, then all parties must sign the permit documents.
5. The individual(s) who obtains the permit must remain the contact for the event; will be recognized by the GRD as the Tournament Director; and must be on the premises during the event. Failure to do so will forfeit all rental / tournament privileges with the GRD, and the Tournament Director will be invoiced for a penalty fee of \$250.00.
6. Reservations will be made on a first-come, first-served basis. The following priority will be utilized for scheduling activities.
 - i. GRD sponsored activities
 - ii. GEVS sponsored activities
 - iii. Community Events - Village of Granville and Granville Township
 - iv. Public Service Groups - Kiwanis, Rotary, Chamber of Commerce
 - v. General Public

* The GRD reserves the rights to restrict field rentals for maintenance purposes
7. Fees are:
 - i. \$100.00 - 1 field
 - ii. \$150.00 - 2 fields
 - iii. \$250.00 - 3 fields
 - iv. \$300.00 - 4 fields
 - v. \$400.00 - 5 fields
 - vi. \$450.00 - 6 fields



- vii. \$550.00 – 7 fields
viii. \$600.00 – 8 fields
8. A mandatory maintenance fee will be charged on the day of the rental. Maintenance fees include general field preparation, and cleanup. The number of maintenance workers, and total hours required to prepare the facility is at the discretion of the GRD's Admin Staff.
 9. The maintenance fee will be \$20 / hour / employee.
 10. The GRD will provide one bag of "Quick Dry" and "Field Chalk" per field to prepare the fields. A \$12.50 fee will be charged on a per bag basis for each additional bag. The amount of bags used will be at the tournament director's discretion.
* **Only GRD issued "Quick Dry" can be applied to the fields**
 11. A \$100.00 deposit is required to hold dates. The balance is due by 5:00 PM fourteen days following the rental / tournament. If the balance has not been paid by fourteen days, any remaining rental / tournaments dates will automatically be cancelled.
 12. Tournament Directors are responsible for any and all additional equipment that is not permanently affixed at the Raccoon Valley and Wildwood Parks, such as installing temporary pitching rubbers and bases.
 13. Specific requests for additional services (extra port-o-lets, additional port-o-let cleanings, etc.) must be submitted to the Granville Recreation District no later than (28) days prior to the scheduled event. These specific requests will be granted at the discretion of the Executive Director. Requests for additional services may require additional fees. Such fees will be negotiated on a per case basis by the Executive Director.
 14. Tournament Directors must contact the business office no later than Monday at 10 A.M. preceding the tournament to confirm the reservation with the number of teams and a preliminary schedule.
 15. Any tournament not confirmed will be assumed cancelled.
 16. Any cancelled tournaments will not receive a refund of their \$100.00 deposit. To avoid subsequent tournaments being cancelled, an additional \$100.00 deposit must be submitted to the GRD office by the second (2nd) business day following the cancellation of the prior tournament.
 17. The assigned GRD Admin Staff will determine whether fields are playable.
 18. Tournament Directors are responsible for providing maintenance crews for working on fields, or prearranging for GRD maintenance assistance. Tournament Directors are responsible for any damage to fields resulting from maintenance provided by anyone other than an agent of Granville Recreation District. Tournament Directors will be billed appropriately.



19. Tournament Directors are not permitted to sell concession items on GRD managed property without a GRD permission from the Executive Director and the appropriate Licking County Health Dept. permit.
20. Field permits are non-transferable.
21. Trash and litter from the tournament must be placed in the containers provided. Tournament directors are responsible for the cleanliness of the complex after the completion of the tournament. In the case of excess litter, Tournament Directors will be charged an additional maintenance fee. Extra trash bags can be requested from maintenance staff.
22. NO vehicles may be driven or parked on the grass. Failure to comply may result in loss of returning rights and additional maintenance charges.
23. All vehicles must be parked in designated areas. Failure to do so may result in loss of returning rights.
24. All park rules must be observed and enforced by the Tournament Director. NO ALCOHOL. NO TOBACCO. Failure to do so forfeits all future rental / tournament privileges. It is the direct responsibility of the Tournament Director to enforce these rules.
25. The Granville Recreation District reserves the right to cancel all tournaments with reasonable notice if unforeseen circumstances arise.

I have read and understand the following guidelines. Date of tournament(s):

<input checked="" type="checkbox"/>	_____	_____
Signature		Date
<input checked="" type="checkbox"/>	_____	_____
Signature		Date
<input checked="" type="checkbox"/>	_____	_____
Signature		Date



TOURNAMENT DATES	# of Fields	DEPOSIT RECEIVED	TOURNAMENT DIRECTOR(S)