



Field Use Application

Date: _____

Name of Group: _____

Contact Person: _____

On Site Contact Person: _____

Address: _____ City: _____ Zip: _____

Phone: _____ E-Mail: _____

General Information:

- Reservations will be taken starting on the first Wednesday of February every year for practices and games. Tournaments can be scheduled a year in advance with a deposit, the deposit will be deposited and can be used to pay on the bill at the end of the tournament. **Tournaments that happen year after year aren't guaranteed their dates until the tournament director pays the deposit and turns in the field use form for the next year.** Assistant Recreation Director should have received cancelling of fields at least **one week** prior to tournament, or the initial request of fields will be charged. Unless weather related.
- **Provide a certificate of insurance prior to the event listing the City of North Liberty as an additional insured on the Commercial General Liability Insurance with a combined single limit not less than \$1,000,000 per occurrence.**
- Fees due will be billed after the rental.
- Field rental includes bases and pitching rubber.
- Park Staff will drag fields only once per day.
Renters can use rakes, chalkers and batters boxes provided by the City.
- Renters must chalk fields.
- Restroom: Key may be picked up at Recreation Center to unlock;
at end of use keys must be returned or deposit will be kept.
- Pitching rubber distances: Pitching Rubber is moveable
Base distances: 60 foot bases on ten fields
65 foot bases on ten fields
70 foot bases on four fields
80 foot bases on four fields
90 foot bases on Babe Ruth
- Fence distances: Seven youth fields: 200 feet
Two fields: 250 feet
Three fields: No fences

Fields Available:
Penn Meadows Fields # 1- 8
Koser, Quail, and Owen Skelley Field

Field Use Fees	
Damage/Cleaning Deposit	\$50 per field tournaments only
Field Rental	\$20 per hour per field
Concession Stand	NLCBS will be handling all tournament concessions
Chalk/ Diamond Dry	\$7.00/bag Chalk \$12.00/bag Diamond Dry

Date Requested: _____

Field (s) Requested: _____

Start Time: _____ End Time: _____

Description of Activity: Practice Game Tournament (please circle)

Pitching Distance needed: _____ Bases Distance needed: _____

Other Requests: _____

Signature: _____

If the fields or the area aren't in good condition after the rental of a tournament then some or all of the deposit will be kept to cover the cost and future rentals may be denied.

Office Use Only

Date Received: _____

Fields Reserved: _____

Deposit Paid: _____ Deposit Returned: _____

Rental Fees Paid: _____

Staff Initials: _____

Comments:
