



APPLICATION FOR USE OF ATHLETIC FIELDS & FACILITIES

Application must be submitted 30 days prior to scheduled event*

Please complete online or return to Reynoldsburg Parks & Recreation, 7232 East Main Street, Reynoldsburg, OH 43068. Submission of an Application does not constitute approval. Approval is given according to the ATHLETIC FIELD/FACILITY USAGE POLICY, availability, and when a permit is issued.

Name of Organization:	Type of Organization:
Organization Address:	Organization Phone:
Organization email:	Organization website:
Primary Contact:	Primary contact number:
# of expected participants:	# of expected spectators:
Date of application:	Age of participants:

A minimum of \$1,000,000 liability insurance and any other policy as required by the City's insurance provider is required for any event. The certificate will list as additional insured the City of Reynoldsburg, its agents, officers, employees, and volunteers. Attach a copy of the certificate of insurance to this application.

***At the discretion of Parks and Recreation staff**

Field Type & Field Size Requested:

Day of week requested	Date (s) or range of dates	Start Time	End Time

If additional space is needed, please include an additional listing of requests.

I verify that the information on this Application for Use of Athletic Fields/Facilities form is correct. I have read the Application and agree to all provisions listed in the ATHLETIC FIELD/FACILITY USAGE POLICY, Rules and Regulations and disclaimers applied to permits and will communicate this information to our coaches and participants. Reservation is not scheduled until formal signed agreement is returned to renter from Reynoldsburg Parks & Recreation.

RENTER

Signature: _____

Printed Name: _____

Date: _____

Office Use - RPRD

Request Received/Date: _____

Approved By/Date: _____

Rental Amt Due: _____ Date Rental Paid _____