



CITY OF CLEVELAND
Mayor Frank G. Jackson

City of Cleveland
Department of Public Works, Division of Recreation
2015 Athletic Field Request Form for League Park

Organization: _____ **Date:** _____

Mail permits to: _____
(Organizational Representative's Name)

Mailing address: _____
(Address) (Street, Ave, Rd) (City) (Zip Code)

Telephone Numbers: Home: _____ **Work:** _____

Fax: _____ **E-mail address:** _____

Activity planned: _____

<u>Field(s) Requested</u>	<u>Dates</u>	<u>Days</u>	<u>Times</u>
League Park	See attached		

Rental cost(s) for League Park Field

1. Base rental cost for a (6) six hour period is \$1,000.00
 - a. Base rental includes set-up, event, dismantle and exit of organizers, participants, guests
2. Each additional hour or fraction thereof exceeding the (6) hour base rental will cost an additional \$200 per hour.
3. All fees are due one (1) week or (5) five working days prior to date of the event.
 - a. Money order made payable to the City of Cleveland is only form of payment acceptable.

Required Insurance for League Park Field

1. Any organization renting the complex will be required to provide (1) one million dollars (\$1,000,000.00) of liability and property damage insurance and include the City of Cleveland as an additional insured. Insurance certificate is due (1) week prior to date of event.

League Park Guidelines for use of the Synthetic Turf Field are on back of this sheet

SPECIAL NOTICE FOR EVENTS

List below any special days: (i.e.-Opening Day, All-star Day, Tournaments, Closing)

<u>Event</u>	<u>Day</u>	<u>Date</u>	<u>Starting Time</u>	<u>Site</u>
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Mail Request to: Tim Wells 601 Lakeside Ave. Room 8-City Hall Cleveland Ohio 44114

Fax Request to: Division of Recreation, Attn: Tim Wells Fax number (216) 664-4675

TIMELINES FOR REQUEST: Spring Season- due March 7
Summer Season- due March 28
Fall Season- due May 23

*Field Permit's normal processing time is approximately 2 to 3 weeks.
No ball diamond field permits are granted until April 1ST!*

**GUIDELINES
FOR YOUR SYNTHETIC TURF
LEAGUE PARK FIELD**

- NO Food or Beverages, gum or sun flower seeds
- NO Smoking or tobacco products of any kind
- NO Glass bottles or glass containers of any kind
- NO No metal baseball cleats (spikes)
- NO Sharp objects including tent stakes, corner flags, chairs or other objects that can penetrate the surface of the field.
- NO Playing Golf
- NO Pets of any kind
- NO Bicycles or other unapproved vehicles

*** PLEASE DISPOSE OF ALL TRASH INTO PROPER CONTAINERS.**

**APPROVED EMS
ATHLETIC AND FIELD MAINTENANCE EQUIPMENT ONLY**