

# Field/Facility Request

Note: Request only, not a permit.



Parks and Recreation  
Sports Office - 221-6660  
Fax - 221-6849

Are you Vending? Y N - If Yes, an outdoor vendor permit is required.  
Per a concession contract with the City, an approval from the Recreation Supervisor is required to sell beverages.

Event Name/Organization: \_\_\_\_\_ Sport: \_\_\_\_\_  
Billing Party: \_\_\_\_\_ (Please circle one:) Adult Youth  
Email Address: \_\_\_\_\_ # of Participants: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
(City) (State) (Zip Code)  
Contact: \_\_\_\_\_  
Evening Phone: \_\_\_\_\_ Day Phone: \_\_\_\_\_ Cell/Pager: \_\_\_\_\_

Date(s)	Day(s) of the week	Event Start Time	Event End Time	Site/Facility/Property	Field/Court	Event Type	Setup/Dimension (if applicable)

## Cancellation Information:

I, \_\_\_\_\_ representative for the group submitting these request  
have read and understand the information and cancellation guidelines.

Signature

Today's Date

- ☐ Proof of Insurance  
(\$1 million liability, listing City as additionally insured)
- ☐ Acknowledgment of Receipt of Guidelines (signed)
- ☐ Security Deposit (if applicable)

OFFICE USE

Priority #:	Date Received:	Time Received:	Received by:	Reservation #	Entered by:	Approved by:

PARK	FIELD USAGE	PARK ABBREV
Avery Park	Turf Fields	Avery
Blevins Park	Turf Fields	Blevins
Boltz Park (PS)	No rentals/Preps	Boltz
Buckingham Park	Turf/Ball Fields	Buck
City Park	Turf/Ball Fields	CP
Cottonwood Park	Turf/Ball Fields	Cot
Edora Park	Ball Fields	Edo
English Ranch	Turf/Ball Fields	Eng
Fossil Creek Park	Turf/Ball Fields	FCCP
Greenbriar Park	Turf/Ball Fields	Gre
Harmony Park	Turf/Ball Fields	Har
Homestead Park	Turf Fields	Hom
Landings Park	Turf/Ball Fields	Lan
Lee Martinez Park	Ball Fields	LMP
Miramont Park	Turf Field	Mir
Overland Park	Turf/Ball Fields	Ove
Ridgeview Park	Turf/Ball Fields	Rig
Rogers Park	Turf Field	Rog
Rolland Moore	Turf/Ball Fields	RMP
Soft Gold Park	Turf/Ball Fields	Soft Gold
Spring Canyon	Turf/Ball Fields	SCCP
Spring Park	Turf/Ball Fields	Spr
Stewart Case Park	Turf/Ball Fields	Stu
Troutman Park	Turf/T-Ball Fields	Tro
Warren Park	Turf/Ball Fields	War
Webster Park	Ball Field	Web
Westfield Park	Ball Field	Wes