



Town of Walworth

Athletic Field Use Rules & Regulations Form

Walworth Recreation Department • (315) 986-1400 (Option 7)

ATHLETIC FIELD USE MISSION

The athletic fields of the Town of Walworth are provided for the leisure time pursuits of all residents. Correspondingly, certain policies are needed to ensure proper use and control of the Town of Walworth athletic fields so that all residents may have fair and equitable access to these facilities.

ATHLETIC FIELD USE REQUEST PROCESS

- Submit a Field Use Request Form.
- Submit a Certificate of Insurance listing the Town of Walworth as an additional insured on primary and non-contributory basis.
- Upon approval of field use, a field use agreement will be sent to the group's point of contact confirming their final reservations and fees (if applicable).
- Groups are required to inform the Recreation Department if any confirmed dates and times are canceled for any reason.

ATHLETIC FIELD USE POLICIES

- Reservations must be made for all games and practices.
- Field conditions and maintenance schedules may determine field availability.
- The Town of Walworth reserves the right to restrict, refuse, or cancel field use for any reason. Examples include:
 1. Unexpected maintenance repairs
 2. Fields being closed for rest or playing surface overuse
 3. Use that may cause damage resulting in unsafe playing conditions
 4. Other instances as deemed unsafe and/or harmful to the athletic fields
 5. Conflicts with Town Sponsored

TOURNAMENTS & LARGE EVENTS

- Please contact the Recreation Department for details to host a tournament or large multi-day/multi-field event.

ATHLETIC FIELD USER CLASSIFICATION

- Fee Structure #1: Greater Walworth Community Partners (Non Recreation Sponsored Groups)
 1. At least 75% of group/team roster are Walworth Residents and/or Gananda or Wayne CSD families.
 2. Proof of Non-Profit Designation
- Fee Structure #2: Non-Community/For-Profit
 1. Less than 75% of group/team roster are Walworth Residents and/or Gananda or Wayne CSD families.
 2. No proof of Non-Profit Designation

ATHLETIC FIELD FEE STRUCTURE

- Please see attached Fee Schedule on following page.



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ATHLETIC FIELD USE FEE STRUCTURE (GINEGAW & SHERBURNE ROAD PARKS)*

Location	Fee Structure #1	Fee Structure #2
Soccer Fields	No Fee	\$30 per field
Special Lining	\$30 per field	\$30 per field
Seasonal Lining	Material Cost (\$65 per bucket)	Material Cost (\$65 per bucket)
Baseball Diamonds	No Fee	\$35 per field
Special Lining	\$25 per game	\$25 per game
Softball Field	No Fee	\$35 per field
Special Lining	\$25 per game	\$25 per game

ATHLETIC FIELD USE FEE STRUCTURE (DOLOMITE PARK)*

Location	Fee Structure #1	Fee Structure #2
Lacrosse Field	\$85 per field (or week)	\$125 per field
Special Lining	\$195 per field	\$260 per field
Seasonal Lining	Material Cost (\$65 per bucket)	Material Cost (\$65 per bucket)
Football Field	\$105 per field (or week)	\$145 per field
Special Lining	\$195 per field	\$260 per field
Seasonal Lining	Material Cost (\$40 per bucket)	Material Cost (\$40 per bucket)

**Please Note: Athletic field use fees may vary depending on field specifications, reciprocal agreements, and group discounts.*



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APPLICANT INFORMATION

Name of Group/Team/Organization: _____

Primary On-Site Person Responsible: _____

Point of Contact (if different from above): _____

Address: _____ Zip Code: _____

Email Address: _____ Primary Phone Number: _____

RESERVATION INFORMATION

Purpose of Field Use: _____

Field(s): _____

Date(s): _____ - _____

Day(s): Su M Tu W Th F Sa Time(s): _____ - _____

Field Lining Specifications (Field Size/Any Special Markings Required):

COACH & VOLUNTEER AGREEMENT

All coaches and volunteers working with youth have been properly trained and approved by the above applicant group/team/organization.

_____ Please Initial to Confirm

The applicant agrees to pay a usage fee for the above noted field usage. Any damages, loss of equipment or improper cleanup will be charged to the applicant. Users of athletic facilities must obey all rules and regulations. A copy of the rules and regulations will be provided with this application.

Signed: _____ Date: _____



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OFFICE USE ONLY

Date Application Received: _____ Fee Structure: #1 #2

Approved Field(s): **Upper TH Soccer Field** **Lower TH Soccer Field** **Sherburne Road Soccer Field**
Ginegaw Park Diamond #1 **Ginegaw Park Diamond #2** **Ginegaw Park Diamond #3** **Dolomite Park 90'**
Sherburne Road Softball Field **Dolomite Park Softball (60' Setup)** **Wayne Brown Field**
Dolomite Park Football Field **Sherburne Road Park Lacrosse Field**

Date(s): _____ - _____

Day(s): Su M Tu W Th F Sa Time(s): _____ - _____

Date Application Received: _____ Fee Structure: #1 #2

Approved Field(s): **Upper TH Soccer Field** **Lower TH Soccer Field** **Sherburne Road Soccer Field**
Ginegaw Park Diamond #1 **Ginegaw Park Diamond #2** **Ginegaw Park Diamond #3** **Dolomite Park 90'**
Sherburne Road Softball Field **Dolomite Park Softball (60' Setup)** **Wayne Brown Field**
Dolomite Park Football Field **Dolomite Park Lacrosse Field** **Sherburne Road Park Lacrosse Field**

Date(s): _____ - _____

Day(s): Su M Tu W Th F Sa Time(s): _____ - _____

FINAL APPROVAL

Walworth Recreation: _____ Date: _____

PAYMENT INFORMATION & INSURANCE CONFIRMATION (CHECK BOX)

Form of Payment: Check _____ (Check #) (_____) Cash _____

Amount Received: _____ Date Received: _____ Received By: _____