



# SPORTS FACILITY USE APPLICATION

## PARKS AND RECREATION SERVICES

APPLICATION DATE: \_\_\_\_\_

**ACCOUNT INFORMATION:** If you belong to a larger organization, please complete both sections. If you do not belong to a larger organization please only complete the Main Contact section below.

ORGANIZATION / GROUP NAME:			
Organization Mailing Address:	City:	State:	Zip:
Organization Email Address:	Organization Phone #(s):		
MAIN CONTACT NAME:			
Main Contact Mailing Address:	City:	State:	Zip:
Main Contact E-Mail Address:	Main Contact Phone #(s):		

**CLASSIFICATION:** Please select one:

- School or Government Agency
- Non-profit organization, 50% or greater Orinda Residents
- Private Group
- Non-profit organization, less than 50% Orinda Residents
- Commercial / Business Group

**EVENT TYPE:**

- Baseball/Softball     Basketball     Field Hockey     Frisbee     Lacrosse
- Rugby     Soccer     Social Event     Tournament     Other

Describe the organization and/or activity that will be taking place:
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**PROJECTED ATTENDANCE:**

Total Athlete #:	Male #:	Female #:
Average # of Athletes per team:	# of Athletes live in Orinda:	

**REQUIRED - ADDITIONAL INFORMATION TO BE ATTACHED:**

- Roster with Athletes Name and Address
- Certificate of Liability Insurance naming City of Orinda as additionally insured, and additional endorsement

**FACILITY:** Please select one or rank in order of preference:

<b>WILDER SPORTS FIELDS – Lights available on Fields 1 &amp; 2 only</b> <input type="checkbox"/> Field 1 – Artificial turf <input type="checkbox"/> Field 2 – Artificial turf <input type="checkbox"/> Field 3 – Natural turf <input type="checkbox"/> Field 4 - Artificial turf <input type="checkbox"/> Field 5 – Natural Turf (Baseball/Softball only)		
<b>PINE GROVE SPORTS FIELDS – Natural turf, no lights available</b> <input type="checkbox"/> Field A – West <input type="checkbox"/> Field B – East <input type="checkbox"/> Field A/B		
<b>ORINDA SPORTS FIELD – Natural turf, no lights available</b> <input type="checkbox"/> Field A - Roadside <input type="checkbox"/> Field B – Creekside		
<b>ORINDA UNION SCHOOL FIELDS - Natural turf, no lights available</b> <input type="checkbox"/> Del Rey – Mustang Field <input type="checkbox"/> Del Rey – Pinto Field <input type="checkbox"/> Del Rey - Keith Burnham Field <input type="checkbox"/> OIS - Lower Field <input type="checkbox"/> OIS - Upper Field <input type="checkbox"/> Sleepy Hollow Field <input type="checkbox"/> Wagner Ranch - Bronco Field <input type="checkbox"/> Wagner Ranch - Curtis Field <input type="checkbox"/> Glorietta Field		
<b>WAGNER RANCH GYMNASIUM – Indoor</b> <input type="checkbox"/> Gymnasium		

**RESERVATION REQUESTS:** Please include set-up and take-down time. If you are submitting a request for ongoing dates / times, feel free to submit them on an attached sheet.

Reoccurring request:	Day/s:	Time:
Alternate request:	Day/s:	Time:

Individual request:	Date:	Time:
Individual request:	Date:	Time:
Individual request:	Date:	Time:
Individual request:	Date:	Time:
Individual request:	Date:	Time:
Individual request:	Date:	Time:

**EXTRA REQUESTS:** The City of Orinda permits the following for sports facility users at an additional fee. If you are interested in any of the following, please select the appropriate box below. Fees are set by the Orinda City Council and are subject to change on an annual basis. To inquire about fees contact [OrindaParksandRec@cityoforinda.org](mailto:OrindaParksandRec@cityoforinda.org).

- Storage Container Use Fee: this is for ongoing user groups to place storage containers at various fields with **prior approval**, per season.
- Tournament Fee: this is in addition to the field use fee, per tournament day.

**POLICIES AND PROCEDURES:** Please read the entire Sports Facility Use Policy before submitting this application. I have read and understand the City's policies listed.

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*Please initial*

*THANK YOU SO MUCH FOR YOUR INTEREST IN RESERVING OUR SPORTS FACILITIES.*