

# Lancaster Parks & Recreation Field / Diamond Rental Application

**Seasonal Field Cost (March – August)... \$55 - Out of Season Cost (September – February)...\$70  
TOURNAMENT FEE.....\$150.00 Note: This is in addition to Field Rental FEE**

(Applies to ALL Tournaments/Events/Friendlies that include any team(s) that are NOT part of the LYBA or FCSA)

**OUTSIDE VENDOR FEE.....\$50.00 Each. Note: Outside vendors must be approved by Parks Department.  
(Applies to ANY Outside Vendor who is NOT part of the group/league renting the facility)**

**PORTABLE RESTROOMS** – The League/Tournament/Event is responsible for the costs of ANY additional units and the costs of ANY additional service fee(s) for ALL units during the rental period..

This application must be **paid for** and **filed** with the Supervisor of Recreation Services of Lancaster Parks and Recreation at time of application, at least TWO weeks prior to date of desired rental. Any group(s) failing to pay the appropriate fee(s) as outlined above, **MAY** be denied use of the field in the future.

APPLICANT \_\_\_\_\_ CELL PHONE \_\_\_\_\_

EMAIL: \_\_\_\_\_

ADDRESS \_\_\_\_\_

ORGANIZATION \_\_\_\_\_

DATE (s) REQUESTED \_\_\_\_\_ START TIMES \_\_\_\_\_

REASON FOR RENTAL \_\_\_\_\_ 8 AM Start Must be approved

ANTICIPATED NUMBER OF TEAMS \_\_\_\_\_

Check Diamond needed	Diamond	Base Distance circle 1	Pitching Distance	Total days diamond needed	Diamond rental fee Total days x (\$55 or \$70)		Total Rental fee + Tournament + Vendor
	Hocking Park 1	60, 70,				N/A	
	Hocking Park 2	60,				N/A	
	Kiwanis 1	60,				N/A	
	Kiwanis 2	60				N/A	
	Martens 5	60				N/A	
	Martens 6	60				N/A	
	Martens 7	60				N/A	
	Martens 8	60				N/A	
	Maher 9	60				N/A	
	Maher 10	60				N/A	
	Mary Burnham 1 & 3 Mary Burnham 2	60 60, 70 ,90				N/A	
\$150	Tournament Fee					N/A	
	Outside Vendor Fee(s)					N/A	
<b>TOTAL COST</b>							

\_\_\_\_\_ Applicant Signature

Application Approved \_\_\_\_\_  
Date Time By

\*\*By Signing the above contract, you are agreeing to all of the rules and conditions from Lancaster Parks & Recreation .

# Rules & Regulations

## SOFTBALL / BASEBALL DIAMOND RESERVATIONS FOR LANCASTER PARKS & RECREATION

ALL Tournaments dates must be reserved in advance. A NON REFUNDABLE \$100 Tournament Fee shall be paid for ALL Tournaments/Events/Friendlies that host ANY team(s) that are NOT part of your association. League only (your association teams are the ONLY teams participating) events do NOT fall under this policy. Both the LYBA (Miller) and LGSA (Martens, Maher) will have priority over any outside groups for dates at their respective home parks. Outside groups such as Lancaster High School, Central Ohio Pride, USSSA Pride will continue to have access to the dates they traditionally host events. PLEASE work together to avoid conflicts.

### FIELD RENTAL FEE:

Seasonal Field Cost (March – August)... \$55 - Out of Season Cost (September – February)...\$70 **NOTE: FEE IS PER DIAOMND, PER DAY.**

TOURNAMENT FEE.....\$150.00 (**This does NOT apply to individual game reservations**) NOTE: This is in addition to Field Rental FEE listed above– NON REFUNDABLE, **unless inclement weather causes the event to be canceled- Prior to field preparation.** This fee is used to cover additional costs associated with large events held in the parks. (Applies to ALL Tournaments/Events/Friendlies that include any team(s) that are NOT part of the LYBA or LGSA).

OUTSIDE VENDOR FEE (Tournaments ONLY).....\$50.00 Each. Note: Outside vendors must be approved by Parks Department. IE.. Outside T shirt vendor, Pizza trucks, Icee truck, etc. etc.

PORTABLE RESTROOMS – The League/Tournament/Event is responsible for the costs of ANY additional units and the costs of ANY additional service fee(s) for ALL units during the rental period. Parks will schedule a Friday service on portable restrooms that parks have placed at each location during the season. If you are having an all weekend tournament, you are REQUIRED to schedule additional cleanings to ensure Portable Restrooms are clean for use and pay for them through your organization.

RENTAL CONTRACT MUST BE FILLED OUT FOR ALL TOURNAMENTS / EVENTS/ FRIENDLIES TO ASSURE THEY ARE PLACED ON SCHEDULE AND AVAILABLE FOR YOUR EVENT:

This application must be paid for and filed with the Supervisor of Recreation Services of Lancaster Parks and Recreation at time of application, at least TWO weeks prior to date of desired rental.

Please keep an approved copy of your rental agreement on hand for verification (if needed)

TRASH: - All organizations must provide all labor and materials necessary to keep the park clean and orderly during practices, games and scheduled tournaments. Trash containers are provided. If additional trash receptacles are needed, you must provide them and they must be removed after your event.

Field assignments can not be changed for any circumstances without approval from Lancaster Parks & Recreation - Lancaster Parks & Recreation reserves the right to change field assignments as they see necessary.

No Collection of Parking fees is permitted

No Alcohol is permitted in city parks.

Lancaster Parks & Recreation has the right to cancel any activity if they feel it could damage facilities. Games should be delayed or postponed on athletic fields that are not playable due to inclement weather.

Your organization is responsible for any costs associated with repairing any damage to our facilities, which may occur as a result of activities associated with your group. Failure to do so will result in cancellations of any future reservations in our parks.

Your organization is required to contact the Health Department for any event during the COVID-19 pandemic guidelines. You are also required to follow all guidelines in place at time of your event set forth by the State and local Health Departments in reference to safety, social distancing and any other guidelines set in place.

Any person or group(s) failing to pay the appropriate fee(s) and follow the terms of the rental agreement as outlined above, MAY be denied use of the field(S) in the future.

Supervisor of Recreation  
Lancaster Parks and Recreation  
632 W. Fifth Ave.  
Lancaster, OH 43130

www.lancasterparks.com  
740-687-6651