



2009 Ballfield Reservation Application

All payments for ballfield reservations must be paid at the Office of Reservations in City Hall East

City Hall East, 8th Floor
 675 Ponce De Leon Avenue NE, Suite 800
 Atlanta, GA 30308
 Phone (404) 817-6757 Fax (404) 817-7932

This section to be completed by the Rental Customer

Name of Rental Customer: _____ Name of Organization (if any): _____

Resident Tax Exempt: _____ Tax Exempt Number: _____

Non Resident Tax Exempt: _____ Tax Exempt Number: _____

Other Resident: _____ Other Non Resident: _____

Mailing Address: _____ City: _____ State : _____ Zip: _____

Home Phone Number: _____ Work/Cell Phone Number: _____

Email Address: _____

Application is for (please check one): Leisure Play _____ Game _____ Practice _____ League _____ Tournament _____

Field request is for (please check one): Lighted _____ Non-Lighted _____

Please indicate the sport being played on the field:

Softball: _____ Baseball: _____ Football: _____ Soccer: _____ Rugby: _____ Kickball: _____ Frisbee: _____

Other (Please specify): _____

Please indicate desired park and field: _____

(If you are requesting multiple parks/fields, please fill out separate applications)

1st Choice (pick and circle one day): Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Start Date: ___/___/___ End Date: ___/___/___ Start Time: _____ End Time: _____

2nd Choice (pick and circle one day): Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Start Date: ___/___/___ End Date: ___/___/___ Start Time: _____ End Time: _____

3rd Choice (pick and circle one day): Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Start Date: ___/___/___ End Date: ___/___/___ Start Time: _____ End Time: _____

Your application request for a field is not final until your request is processed by the Centralized Reservation Office.

Ball field Rental Fees	Tax-Exempt Organizations		All other Organizations
Unlighted Ball fields	Residents	\$20.00 per hour	\$33.00 per hour
	Non-residents	\$25.00 per hour	\$43.00 per hour
Lighted Ball fields	Residents	\$33.00 per hour	\$53.00 per hour
	Non-residents	\$42.00 per hour	\$71.00 per hour
Tournament Fees (In addition to cost of the fields)	Residents	\$35.00 per hour (8 hour minimum)	\$50.00 per hour (8 hour minimum)
	Non- residents	\$75.00 per hour (8 hour minimum)	\$90.00 per hour (8 hour minimum)



Department of Parks, Recreation and Cultural Affairs Parks

Sports Played	Park	Districts Location	No. of fields	Lighting
Softball	Adair II	866 Murphy Ave SW	1	Non-lighted
baseball	Deerwood	Alexandria Dr. at Tampa Trail, SW	1	Lighted
Softball	John A. White	1053 Cascade Rd. SW	2	Lighted
baseball	Melvin Drive	3895 Melvin Dr. SW	1	Non-lighted
baseball	West End	1111 Oak St. SW	1	Non-lighted
baseball	Wilson Mill	300 Wilson Mill Rd. SW (near Bakers Ferry Rd)	3	Non-lighted
T-ball	Beaverbrook	Beaverbrook Dr./Tennyson/off Howell Mill NW	1	Non-lighted
Adult Softball	Harwell Heights	3114 Collier Dr. NW	1	Lighted
soccer	Maddox	115 Donald L Holloway DR NW	1	Non-lighted
softball	Center Hill	2305 Bankhead Hwy. NW	1	Lighted
Adult Softball	Washington	102 Ollie St. NW	1	Lighted
Soccer/Kickball			1	Non-lighted
Adult Softball	Frankie Allen	Bagley St. at Pharr Rd. NE	1	Lighted
softball	Empire	245 Oak Dr. SE	1	Non-lighted
T-ball/ soccer	Iverson	1429 Iverson St. NE (near Candler MARTA station)	1	Non-lighted
Soccer	Lake Claire	430 Lakeshore Dr. NE		Non-lighted
Soccer/ football	Candler	1500 McLendon Ave. NE	1	Non-lighted
softball/ soccer	Shady Valley	2720 Shady Valley Dr. NE	1	Non-lighted
softball	Harper	Wilson Rd. at Gilbert Rd. SE	1	Non-lighted
soccer	Benteen	Benteen Ave at Casanova St, SE	1	Non-lighted
baseball	Phoenix II	Georgia Ave. at Martin St. SE	1	Non-lighted
softball	Rawson Washington	Kelly/Connally St SE	2	Non-lighted
soccer/ football/ rugby/ baseball	South Bend	1955 Compton Dr SE	2	Lighted
Adult Softball/ soccer/ rugby	Walker	Memorial Terrace at Memorial Dr. SE	1	Non-lighted
baseball	Chosewood	401 Chosewood St., SE	1	Non-lighted

Sports Played	Park	Districts Location	No. of fields	Lighting
Soccer/football	Adamsville Park	3201 M.L.K., Jr. Drive, S.W.	1	Non-lighted
t-ball/ base ball/S-ball	Adams Park	1620 Delowe Drive SW	1	Lighted
baseball	Arthur Langford Jr.	211 Thornton St. SW	1	Non-lighted
baseball	Ben Hill	2405 Fairburn Rd, SW	3	Lighted
baseball	Mozley	1565 M.L. King Jr. SW	2	Lighted
baseball	Oakland City	1305 Oakland Dr. /Epworth SW	2	Non-Lighted
baseball	Perkerson	770 Deckner Ave SW	2	Lighted
football	Pittman	950 Garibaldi St. SW	1	Non lighted
baseball	Rosa Burney	477 Windsor St, SW	2	Non lighted
Softball/ football	West Manor	3204 W Manor Circle, SW 30311	1	Lighted
Football/baseball	Collier Park	3691 Collier Drive, N.W.,	1	Lighted
football	English Park	1350 Bolton Rd NW	1	Lighted
Baseball/ Soccer	Grove Park	709 Hortense Place NW	3	Non-lighted
baseball	A.D. Williams	1154 James Jackson Pkwy NW	2	Lighted
football	John F. Kennedy	225 James P. Brawley Drive NW	1	Non-lighted
football	Anderson Park	120 Anderson Ave., NW	2	Lighted
baseball	Bessie Branham	2051 Delano Dr/Norwood Ave. NE	2	Non-lighted
Softball/ Flag football	Peachtree Hills	308 Peachtree Hills Ave. NE	2	Lighted
football/ soccer	Central Park(upper)	400 Merritts Avenue NE	1	Lighted
baseball	Central Park(lower field)	400 Merritts Ave. NE	1	Non- lighted
baseball	Selena S. Butler	98 William Holmes Borders NE	2	Lighted
baseball	East Lake	2617 Memorial Dr SE/Daniel SE	1	Lighted
Soccer/ baseball	Grant Park	537 Park Avenue SE	1	Non-Light
T-ball	Lang Carson	100 Flat Shoals Ave SE	1	Non-lighted
football	Rosel Fann/SE	365 Cleveland Ave. SE	1	Non-lighted
baseball	Thomasville	1835 Henry Thomas Dr SE	1	Non-Lighted
T-ball	Cleveland Ave	41 Cleveland Ave, SE	1	Lighted
football/ soccer	Coan Park	1520 Woodbine Avenue SE	2	Lighted

The Office of Centralized Reservations does not book the ball fields at Garden Hills, Piedmont Park, Southside Sports Complex or Chastain Park.

Garden Hills Contact (404) 869- 4103

Garden Hills	E. Wesley/Rumson Rd	1-Football	Non-lighted
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Piedmont Park Jan Fortune (404) 817- 8101

Piedmont	400 Park Dr. NE (Piedmont Ave. at 14th St.)	2-Adult softball 2-Soccer	Non-lighted
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Booked through the **Office of Recreation** contact (**Charlene Thompson**) **Recreation Coordinator, Athletic Supervisor** at **(404) 817-6775** or **(404) 361- 4100**.

Southside Sports Complex Park	3460 Jonesboro Road SE	4 Adult Softball 1 Soccer	lighted lighted
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Not available for Ball field rental

Chastain Park	W. Wieuca Rd. Ne	6-base balls fields	lighted
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Reservations for most park ballfields may be made any time during the year on a first come – first serve basis. However due to the heavy volume of request for ballfields reservations will be determined by a random selection process to be held at 10:00a.m on the following dates:

February 11, 2009—For Spring League

April 22, 2009—For Summer League

July 22, 2009—For Fall League

The requester or authorized representative must be present for the drawing related to his or her application. The deadline for submitting an application for league play is 5:00p.m. (1) one week before the date of the random selection process.

This section to be completed by the Recreation Facility Manager/Staff on Duty

I have confirmed that _____ field is available to rent on the above date and time.

Facility Manager/Staff on Duty _____ Signature _____ Date _____

*****TO BE COMPLETED BY CENTRALIZED RESERVATIONS OFFICE ONLY*****

Lighted Field [] Non Lighted Field [] Reservationist Initials _____ Date _____

Amount Paid\$ _____ Form of Payment: Money Order [] Personal Check [] Cashier's Check [] Credit Card []

Date Paid _____ Permit # _____

2009 Ballfield Reservation Application

Completion of this application does not ensure that the dates requested will be available. All fees must be submitted **before** we can confirm your dates and issue a permit. Your signature indicates that you understand the conditions and limitations below.

1. A ball field reservation permit may be revoked or terminated if:
 - a. Information submitted on the permit application is discovered to be false.
 - b. The Commissioner, Department of Parks, Recreation and Cultural Affairs deems it to be in the best interest of the City of Atlanta.
 - c. The renter violates a policy, rule or regulation as set forth in the permitting process.
 - d. The renter transfers or attempts to transfer the privileges contained in the permit to another party.
 - e. Any time the Centralized Reservations determines that the organization may no longer meet eligibility requirements; Centralized Reservations will make one attempt to notify the reserving party that their reservation and permit are in jeopardy.
2. Use of the ball field shall be for athletic activities only. Use of the ball field in any way that might unreasonably damage its appearance or its utility is strictly forbidden.
3. A lighted ball field, regardless of hours requested, must be paid for as a lighted ball field.
4. Reservations made for ball fields are as is. Without regard for how the ball field may have been found at the beginning of any use, the eligible party who uses the ball field (with or without a reservation) will be responsible for ensuring the ball field is clean and orderly after use. All groups are to police fields and adjacent areas for litter and/or potential hazards prior to and at the conclusion of their scheduled permit time. All trash and/or garbage must be removed and any equipment used must be returned to its properly stowed condition. No stages, tents, grills, portable bleachers, portable lights or portable toilets allowed on or near the field.
5. Failure to abide by the Ball field reservation policy will result in forfeiture of all deposits and prepaid fees and will jeopardize future ball-field reservation privileges.
6. Field lining is allowed, and must be done with water solvable turf paint. Field lining is not provided. Equipment and bases are also not provided. However, base anchors, pitcher's mounds and home plates are provided.
7. Payments may be made to the Centralized Reservationist via major credit card (Visa Card, Master Card), cashier's check, company check, personal check or money order, made payable to the **City of Atlanta Office of Parks. No cash will be accepted.** Refunds will be sent to the address of record or credited to the credit card used in the initial transaction. No exceptions!
8. You are expected to leave the field **no later** than the time indicated on your permit.
9. Rain-out dates must be played within a week from the original play date or the date will be forfeited and no refund or credit will be given.
10. It is unlawful for a nonresident individual or organization to fraudulently apply for use of Department of Parks, Recreation and Cultural Affairs facilities in the name of a City of Atlanta resident or through the use of a City of Atlanta address. Violators may be subject to revocation of the permit and prosecution in accord with the **City of Atlanta Code of Ordinances section 106-90** and subsequent sections.
11. All first come, first serve event use must end immediately when a party with a reservation for that time period declares their presence and displays their approved reservation permit.
12. Unreserved use of all fields must take place during full daylight hours, and must comply with the City of Atlanta's rules and policies.
13. Driving or parking vehicles on turf, grass, and field areas is not allowed, in any of the City of Atlanta parks.
14. No alcoholic beverages or glass containers are allowed in the park at any time.
15. No vending or selling of any sort is allowed in the park at any time.
16. No pets are allowed on the athletic turf.
17. No climbing trees or tearing down of fences.
18. Metal cleats are prohibited in all of the City of Atlanta Parks.
19. No subleasing or transferring of permits is allowed.

20. To minimize wear and tear of the fields in areas such as soccer/ football goal areas, pitching areas, etc., please refrain or limit the use of the areas during practices, regardless of weather.
21. If you have a reservation for a particular field, and you find the condition of the field to be substandard, we respectfully ask that you DO NOT use the field. If fields are unplayable, you must cancel game for the day and not use the fields. Contact the centralized Reservations office the next business day to schedule a rain-day.
22. **Field Closures**- The DPRCA Commissioner or the Commissioner's designee may close the athletic fields. Reasons for field closure include, but are not limited to field resting, maintenance, concerns for the health and safety of users, and etc.
23. **Rest and Renovation** (Field Rotation)-An annual rest and renovation program is scheduled at all athletic fields. The City will attempt to accommodate all requests for use of the athletic fields during this time, but maintenance, field condition and playability of the athletic fields is a priority.
24. The event organizer/permit holder agrees to indemnify and hold harmless the City of Atlanta, its officials, agents and employees from any and all losses, expenses, demands and claims (including without limitation attorneys' fees and costs) against the City of Atlanta its officials, agents and employees sustained or alleged to have been sustained in connection with or arising out of this Ballfield permit, or the performance of the permitted activities by the event organizer or a contractor employed by the event organizer or any of their officers, agents or employees. This indemnification clause shall include without limitation all losses, expenses, demands and claims arising from the intellectual property rights, the alleged intellectual property rights, and/or the licensing requirements of any third party.

By signing below, I am attesting that: (a) I have read and understand all of the provisions and rules set forth in this application; (b) I, on behalf of the permit holder, agree that the permit holder will abide by all of the provisions and rules set forth in this application; and (c) I am legally authorized to bind the permit holder.

Signature of applicant: _____ Date: _____