



# Field Rental Request Form

<b>Program/Team Name (If applicable):</b>		
<b>Contact Name:</b>	<b>Contact Phone:</b>	
<b>Address:</b>	<b>Zip:</b>	
<b>Driver's License #:</b>	<b>Do you require lights?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Times of Field Use:</b>	<b>Date(s) or Day(s) Requested:</b>	
<b>Requested Field:</b>		

## Rental Fees

Service	Fee
Field Rental without Lights	\$10.00/per hour
Field Rental with Lights	\$25.00/per hour
Baseball/Softball Field Lining (Games Only)	\$75.00/per lining
Football/Soccer/Lacrosse Field Lining (Games Only)	\$150.00/per lining

## Payment Methods & Tax Exemption

Payments are to be made by card, check, money order or cashier check. **Cash is not accepted**

- All rentals are taxable at the current Marion County tax rate. Organizations claiming tax-exempt status must provide a current copy of their tax-exempt certificate with their signed PERMIT or the rental is subject to tax.
- Times include the total of time the field is to be occupied. This includes practice/warm-up times. Additional time outside of the requested times is not permitted.**

## Permit Regulations

- Alcohol is prohibited on City Park property.
- Field lining is not included with practice use. Any approved field lining will be completed by the Recreation and Parks Department ONLY and will result in additional charges.
- Climbing, kicking, throwing, or hitting balls at athletic fences is prohibited.
- If any athletic field has ponding or standing water, the use of the field is prohibited.
- Portable goals, markers, and other equipment must be removed after every activity.
- Athletic fields that are equipped with lights may only be used if prior permission was given from the Recreation and Parks department.
- Cancellations must be made to Athletics@ocalafl.gov by 4 p.m. If lights are turned on and a team is a no-show, a fee of \$15.00 per hour will be charged. Teams will not be allowed back on the field until payment is received.

*I understand all the rules pertaining to this application/permit and agree to abide by them.*

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Submit completed form via email to [athletics@ocalafl.gov](mailto:athletics@ocalafl.gov). For assistance, please call our office at (352) 368-5525.