



# Athletic Field/Courts Reservation Form

Contact and Organization: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Fax #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Residency:  James City County/ City of Williamsburg  
 Other: \_\_\_\_\_

Athletic Fields/Courts		
<b>RESERVATION DATE:</b> _____		
<input type="checkbox"/> Mon.	<input type="checkbox"/> Tues.	<input type="checkbox"/> Wed.
<input type="checkbox"/> Thurs.	<input type="checkbox"/> Fri.	<input type="checkbox"/> Sat.
<input type="checkbox"/> Sun.		
<b>Start Time:</b> _____ <b>End Time:</b> _____		
<b>Rental Rates</b>		
Field.....(2 hours minimum *hourly increments only) <input type="checkbox"/> Resident: \$25/hour <input type="checkbox"/> Non-Resident: \$35/hour		
Court.....(2 hours minimum *hourly increments only) <input type="checkbox"/> Resident: \$15/hour <input type="checkbox"/> Non-Resident: \$25/hour		
Lights (Fields only) .....\$20/hour <input type="checkbox"/> Yes <input type="checkbox"/> No: If yes, Total Hours: _____		
James City County Recreation Center	<input type="checkbox"/> Softball Field #:	<input type="checkbox"/> Multiuse Soccer Field Field #:
Abram Frink Jr. Community Center	<input type="checkbox"/> Softball Field #:	<input type="checkbox"/> Multiuse Soccer/Football Field Field #:
Veterans Park (formerly Mid County Park)	<input type="checkbox"/> Pickleball* Court #:	<input type="checkbox"/> Volleyball Court
	<input type="checkbox"/> Basketball Court #:	
Warhill Sports Complex	<input type="checkbox"/> Baseball Field #:	<input type="checkbox"/> Multiuse Synthetic Field* Field #:
	<input type="checkbox"/> Multiuse Grass Field Field #:	<input type="checkbox"/> Basketball Court #:
Planned Activity (please be specific): _____ /Expected number of participants _____ (Pickleball courts limited to 5 participants per court)		

\* Multiuse fields at the Warhill Sports Complex are for recreational, school, or collegiate use only. Exceptions may be made by the Parks Administrator.

Rule Agreement: I have read the Park Facility Use Rules (attached) and understand that I have to abide by them.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

James City County Parks & Recreation will grant a refund (minus the non-refundable 2.95% convenience fee charged by the vendor on credit/debit card purchases) for fields/courts that are canceled seven days before the reservation date. A 10% processing fee will be assessed.

**OFFICE USE**

Lights Scheduled \_\_\_\_\_ If Fri/Sat/Sun, Parks Called 757-592-0497.  
 (Lights must be scheduled separately after payment is received). Staff Initials \_\_\_\_\_

Reservation# \_\_\_\_\_

1. Consumption or possession of alcoholic beverages, open or previously opened or other controlled substances, is prohibited. No one under the influence of a controlled substance is allowed on James City County property.
2. Posting, distributing, circulating or displaying advertisements or other promotional materials requires approval from the Director of Parks & Recreation.
3. Selling or renting any goods, articles, privileges, commodities, or services whatsoever or soliciting for any purpose in any recreational facility is not allowed unless permission is obtained from the Director.
4. Use of fryers and towable smokers/grills are permitted in designated areas only and require an approved Park Use Permit. Charcoal is permitted in park-provided grills only and only in designated camping areas.
5. All trash must be placed in trash containers or removed from premises.
6. Vehicles must be parked in designated parking areas only.
7. Posted rules and regulations at each facility must be adhered to.
8. Animals, except Service Animals as defined under the Americans with Disabilities Act, are not permitted on athletic fields, sport courts, playgrounds, or any other designated facilities. Owners must remove all animal waste.
9. Hitting golf balls, archery, kites or remote-controlled aircraft are permitted in designated areas only.
10. Facility must be vacated no later than the end of the rental time.
11. Rental of facility space does not entitle participants to free use of other program areas.
12. Renter agrees to pay for all damages to property, and for any other charges that may be incurred as a direct result of their use.
13. James City County Parks & Recreation will grant a refund (minus the non-refundable 2.95% convenience fee charged by the vendor on credit/debit card purchases) for shelters/facilities/fields that are canceled seven days before the reservation date. A 10% processing fee will be assessed.
14. Tailgating is allowed in designated areas only, not within parking lots.
15. Single free-standing canopies, tents and other types of portable shade structures up 16'x16' are permitted in designated areas of parks and must be anchored per manufacturer's recommendations with tie downs marked in a noticeable manner.
16. Smoking, including the use of E-cigarettes, is not permitted within 25 feet of athletic fields, sport courts, playgrounds, bleachers, pools, rinks, or any other designated facilities.
17. Music or noise in violation of the County's Noise Ordinance (audible at 50 feet) is prohibited.
18. James City County reserves the right to stop/prohibit use at any time if any of the above rules are violated.
19. Patron agrees to indemnify and hold harmless James City County, its agents and employees from any and all liability or damages resulting from use of the park facility.
20. All individuals associated with the reservation/use of the field must comply with the James City County Code of Conduct: Show respect to all participants, staff and officials; Refrain from causing harm (bodily or verbal) to others; Refrain from using foul, vulgar, or threatening language; Show respect to all equipment, supplies and facilities.