



**ATHLETIC FIELD RESERVATION**  
 Parks, Recreation, & Forestry Dept  
 108 W Main Street, Little Chute, WI 54140  
 Phone: 920-423-3869  
 Email: donna@littlechutewi.org

Renter's Full Name: \_\_\_\_\_ DOB: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Name of Organization (if applicable): \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

~~~~~ **RESERVATION INFORMATION** ~~~~~

**Baseball/Softball Field**

- |                                    |                                    |                                       |
|------------------------------------|------------------------------------|---------------------------------------|
| <input type="checkbox"/> Doyle #1  | <input type="checkbox"/> Doyle #2  | <input type="checkbox"/> Van Lieshout |
| <input type="checkbox"/> Legion #1 | <input type="checkbox"/> Legion #2 | <input type="checkbox"/> Legion #3    |

**Multi-Purpose Field (Soccer, Rugby, etc)**

- |                                           |                                                  |                                                  |
|-------------------------------------------|--------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Heesakker        | <input type="checkbox"/> Van Lieshout U14        | <input type="checkbox"/> Van Lieshout U12        |
| <input type="checkbox"/> Van Lieshout U10 | <input type="checkbox"/> Van Lieshout U8 (North) | <input type="checkbox"/> Van Lieshout U8 (South) |

**Date(s) of Rental** Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

**Time of Rental\*** Start Time(s): \_\_\_\_\_  
 End Time(s): \_\_\_\_\_

*\*Add 15 minutes to the beginning and end of your program start times for set-up, take down, and early arrivals. Please note that events cannot begin until 8:00 am and must end by 10:00 pm.*

**Will you need Lights?** (circle one) YES NO [*Lights only available at Van Lieshout Field, Legion 2, Doyle 1 & 2*]

**Rental Rates**

- Softball/Baseball = \$20/hour per field with no lights
- Softball/Baseball = \$30/hour per field with lights included
- Multi-Purpose Field = \$15/hour per field with no lights
- Security deposit if rental is 3 hours or longer = \$50

|                                        |                                       |
|----------------------------------------|---------------------------------------|
| <b>~FOR OFFICE USE ONLY~</b>           |                                       |
| Date Form Received: _____ By: _____    | <b>FEE CALCULATION</b>                |
| Dept Approval of Request By: _____     | _____ Hours x \$20/hour = \$ _____    |
| Date Reservation Made: _____ By: _____ | _____ Hours x \$30/hour = \$ _____    |
| RecDesk Inv #: _____ Amt Paid: _____   | _____ Hours x \$15/hour = \$ _____    |
| Light Key Issued: YES NO               | Security Deposit (if required) = \$50 |
| Any Other Keys Issued: _____           | TOTAL DUE = \$ _____                  |
| Keys Returned On: _____                |                                       |

## **ATHLETIC FIELD RESERVATION AGREEMENT**

1. I accept that I will be held fully responsible for any damage caused by anyone in or attending our games.
2. Use of any soil amendments must be approved prior to application.
3. Any questions pertaining to the field rental or field conditions should be directed to 423-3869.
4. I understand that the Village has the right to cancel play on the field for reasons deemed necessary.
5. I understand that we are only allowed to use the field and lights on the dates and times listed on this form. I understand that use of the field and lights on date/times not listed on this form will cause our group to lose any/all privileges to the fields and lights with no refund for upcoming rental dates.
6. I understand that no refunds of rental fees will be issue for field rental dates where games were not played due to field cancellation or group conflict.
7. I understand that no alcoholic beverages will be allowed.
8. I understand that no glass bottles or containers of any kind are allowed in the village parks.
9. I understand that no pets are allowed in village parks by ball diamonds, athletic fields, shelters, playgrounds, and concession stands. Licensed dogs on a leash controlled by their owner are only allowed on trails within and around parks that are paved/chipped/stones.
10. I understand that all noise must be kept at a controlled situation.

**I understand and agree that our group will abide by the rules listed above.**

*Signed:* \_\_\_\_\_ *Date:* \_\_\_\_\_