



## PLANO PARKS AND RECREATION DEPARTMENT ATHLETIC OPERATIONS 2011 General Public Reservation Program

### Who may reserve fields?

Citizens of Plano that are clients in the PARD Recreation Registration Program (CLASS) are eligible to make athletic field reservations.

### When are fields available?

Athletic fields are available for reservation during the designated season for each primary sport as specified by the City's Code of Ordinances.

- Soccer - 2nd Tuesday in February through 3rd Sunday in May; 3<sup>rd</sup> Tuesday in August through 2nd Sunday in November
- Baseball - 3rd Monday in March through last Sunday in June; 3<sup>rd</sup> Monday in August through 2nd Sunday in November
- Softball (youth) - 3rd Monday in March through last Sunday in June; 3<sup>rd</sup> Monday in August through 2nd Sunday in November
- Softball (adult) – 1st Monday in March through 2nd Sunday in November
- Football – 3rd Tuesday in August through 2nd Sunday in November
- Cricket, Lacrosse, Rugby, Field Hockey, Ultimate, etc. - call 972-941-5243 to inquire about availability.

### Where and when do I reserve a field?

Reservations are accepted from **10a.m. to 1p.m.** each Thursday for the following Monday through Sunday period. Reservations are accepted on a walk-in basis at the Plano Parks & Recreation Dept. 1409 Ave. K in downtown Plano, **or by telephone at 972-941-5413. Leave a message and your call will be returned before the end of the day.**

### General reservation guidelines

- Availability is contingent upon game and practice scheduling by preferred field users (youth sports organizations).
- Lighted reservations must be ascending and contiguous per field.
- Ball fields with grass infields are not eligible for general public reservation.
- Fields or facilities categorized as 'game only' are not available for general public reservation.
- Fields may be used only by ages appropriate for the specification or designated purpose of the fields.
- Fields are provided 'as is'.
- Facilities are available for practice purposes only...no games, scrimmages, camps or clinics. One-half of a field is available in soccer, football and other turf sports.
- Fields may not be used in the rain or if wet.
- PARD may cancel any reservation in the interest of safety or to prevent field damage in the event of rain or wet grounds. All applicable fees will be refunded upon request if PARD cancels the reservation, otherwise the fees will be retained as a credit in the reservation system for future use. Once a reservation has been accepted, only PARD may cancel the reservation.
- Field user is responsible for picking up all litter generated by its activity and placing it in trash receptacles.
- Each individual is eligible for one reservation per reservation period. Reservations fees must be paid at the time the reservation is accepted.
- Motor vehicles must remain in the parking lot at all times.
- Alcohol is not permitted in the park.
- Dogs must be on a leash not exceeding 72 inches. Owners are responsible for cleaning up after their animals.

**Reservation Fee:** \$10 per 90 minute block of time.

**Lights:** \$40 per hour (minimum of one hour will be charged if lights are necessary).

***A receipt will be issued for each reservation which should be taken to the field to provide proper documentation of your field rental, should it become an issue.***

**Failure to comply with reservation guidelines and park rules may result in being denied use of athletic facilities and punishment under terms of the City of Plano's Code of Ordinances. For additional information please contact Richard Danielson, Athletic Coordinator-972-941-5243**

**ATHLETIC SITES:** Archgate, Carpenter, High Point, Cheyenne, Jack Carter, Hoblitzelle, Horseshoe, McCreary, Old Shepard's Place, Preston Meadow, Russell Creek North and Schell. **GAME USE ONLY FIELDS:** Carpenter 7 and 8 Ball Fields, Enfield, Harrington, Heritage Yards, Frito Lay/Pepsi Youth Ball Park, Russell Creek South and Ball Fields.