

City of Mount Vernon Parks & Recreation Department

1717 S. 13th Street, Mount Vernon, WA 98274 (360)336-6215 mvparks@mountvernonwa.gov

Athletic Field Use Request Form *One Request Form Per Field*

Field Selection						
Kiwanis Park	Hillcrest Park		Bakerview Park		Edgewater Park	Sherman Anderson
Baseball/Softball	TBall	Open Field	Baseball/Softball	Soccer	Baseball/Softball	90' Baseball
[] 60' only	No hardballs	[] S. Field [] N. Field SIZE:	[] Field #1 60' or 70' [] Field #2 60' or 70' [] Field #3 60' only [] Field #4 60' only	[] Field #1 [] Field #2 [] Field #3 SIZE:	[] 60' [] 70' [] 90'	[] Field Rental Only [] Batting Cage Only [] Field & Batting Cage
MOUNDS: Permanent dirt mound available at Sherman Anderson Field ONLY						
NOTES:						

Renter Information	
Organization/League:	Email:
Contact Name:	Phone:
Mailing Address:	
City:	Zip:
USE (circle): Youth Recreation Youth Select Adult Recreation Commercial and/or Event	

Schedule*							
*Please attach additional documents if schedule clarification is needed or will be helpful							
Date(s) or Date Range:				Use Type: Game(s) Practice(s) Event			
*Start and End Times MUST include total time of field use; warm up and/or set up, and clean up							
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start & End Times							
Total Hours Requested For:		Games _____		Practices _____		Event _____	

Field Rental Fees
Initials: _____ I have reviewed the complete list of Field Rental Fees on the back side of this form and understand I am responsible for full payment according to my Athletic Field Use Request.

Miscellaneous Additions	
[] Full Field Lining (baseball/softball only) - \$145 p/field	[] Sherman Lights (2 Hr. Min) - \$15 p/hour
[] Field Re-Lining (baseball/softball only) - \$60 p/field	[] Batting Cage Add On to Field Rental - \$25 p/hour
[] Additional Staff Assistance - \$35 p/hour	[] Batting Cage Only (no field access) - \$45 p/hour
[] Bakerview Concession Stand - \$50 p/day	[] Sherman Anderson Concession Stand - \$50 p/day

Cancellations*	
Cancellations made by City: Full Refund	Cancellations 14 or more days prior to field rental: 50% Refund
No Show: No Refund	Cancellations 13 or less days prior to field rental: No Refund
*See Athletic Field Use and Reservation Policy for full cancellation policy including weather cancellations.	

X:

Signature of Organization/League Representative Listed Above

Date

FIELD RENTAL FEES					
Practice/Games, Camps/Clinics, Single/Incidental Use					
Baseball/Softball (per field)	Youth Recreation	MV & Regional Select	Adult League	Commercial Use	Comments
Bakerview, Kiwanis, Hillcrest					
Practice (Bakerview & Kiwanis, Hillcrest for T-Ball only)	\$0 p/hour	\$5 p/hour	\$10 p/hour	N/A	Minimum 2-hour Rental (1-hour T-Ball)
Games/Events (Bakerview & Kiwanis)	\$6 p/hour	\$8 p/hour	\$20 p/hour	\$25 p/hour	Minimum 2-hour Rental (1-hour T-Ball)

Grass Fields Bakerview* & Hillcrest Parks (per field)	Youth Recreation	MV & Regional Select	Adult League	Commercial Use	Comments
Practice: Up to 80yds x 125yds	\$0 p/hour	\$5 p/hour	\$14 p/hour	N/A	Minimum 2-hour Rental
Games/Events: Micro Field Up to 30yds x 45yds	\$4 p/hour	\$7 p/hour	N/A	N/A	Minimum 1-hour Rental
1 Standard Field Up to 80yds x 125yds	\$12 p/hour	\$15 p/hour	\$28 p/hour	\$35 p/hour	Minimum 2-hour Rental

*Up to 3 full size soccer fields available at Bakerview Park

CANCELLATION FEES

Cancellations made by City staff: Full Refund	Cancellations 14 or more days prior to field rental: 50% Refund
No Show: No Refund	Cancellations 13 or less days prior to field rental: No Refund

FIELD RENTAL FEES

Baseball/Softball (per field)	Youth Recreation	MV & Regional Select	Tournaments		Comments (Max 4 games per field/per day)
			Adult League/ Commercial Use		
Hillcrest Park *Coach Pitch Only	\$25 p/day	\$40 p/day	N/A		1 Diamond 60' Base Path
Bakerview Park (*per field) *4 Fields Available	\$75 p/day*	\$100 p/day*	\$215 p/day*		Prep for games by MVPR Staff only 4 Diamonds 60'-70' Base Path
Kiwanis Park *1 Field Available	\$75 p/day	\$100 p/day	\$215 p/day		Prep for games by MVPR Staff only 1 Diamond 60' Base Path

Grass Fields Bakerview* & Hillcrest Parks	Youth Recreation	MV & Regional Select	Adult League	Commercial Use	Comments (Max 4 games per field/per day)
Micro Field Up to 30yds x 45yds	\$4 p/hour	\$7 p/hour	N/A	N/A	Minimum 1-hour Rental
1 Standard Field Up to 80yds x 125yds	\$12 p/hour	\$15 p/hour	\$28 p/hour	\$35 p/hour	Minimum 2-hour Rental

*Up to 3 full size soccer fields available at Bakerview Park

NON-REFUNDABLE TOURNAMENT DEPOSIT*

*must be paid at time of reservation

All Tournaments: 50% of Total Tournament Fees

CANCELLATION FEES:

Cancellations made by City staff: Full Refund	Cancellations 59 or less days prior to field rental: No Refund
No Show: No Refund	Cancellations 60 or more days prior to field rental: 50% Refund, less the 50% NON-Refundable Deposit

FIELD RENTAL FEES

Miscellaneous & Extras

Field Lining		
Lining - Standard	\$145 p/field	Includes: staff time, raking, infield chalk, outfield paint
Relining - Standard	\$60 p/field	Includes: staff time, minimal raking and chalk
Staffing		
Extra Staff Assistance	\$35 staff/hour	Field prep will be completed by city staff only, additional staff may be needed for larger event and/or tournaments
Field Lights		
Sherman Anderson	\$30 p/hour	Minimum 2 hours, \$15 each additional hour
Batting Cage		
Field Rental Add-On	\$25 p/hour	Batting cage will be available ONLY during designated field rental times
Stand Alone Rental	\$45 p/hour	Facility Monitor will be onsite during rental times
Concession Stands		
Stand Alone	\$50 p/day	Available at Bakerview and Sherman Anderson
Tournament Use	\$50 p/tournament	Available at Bakerview and Sherman Anderson

SHERMAN ANDERSON RENTAL FEES

90' Base Path Baseball Facility

	Youth League	Adult League	Commercial Use/Event	Comments (Max 4 games per field/per day)
Games	\$35 p/hour	\$45 p/hour	\$55 p/hour	Minimum 2-hour Rental No Lights
Tournament *Lights included	\$200 p/day	\$300 p/day	\$300 p/day	Prep for games by MVPR Staff only