



OUTDOOR PERMIT APPLICATION

(BALL DIAMONDS, FOOTBALL FIELDS, SOCCER FIELDS, TENNIS COURTS, FIELDHOUSE RENTALS)

Name of Organization/Party: _____

Name of Contact Person: _____

Address: _____ City: _____ Zip: _____

Home Ph #: _____ Cell Ph #: _____ Work Ph #: _____

E-mail Address: _____

TYPE OF PROGRAM

____ League _____ Practice _____ Tournament _____ School Event _____ Party/Meeting

SPORT

____ Baseball _____ Football _____ Kickball _____ Soccer _____ Softball _____ Tennis

Field/Court Name: _____ Field/Crt. #: _____

Day(s) Requested: _____ Time: _____ Am/Pm to _____ Am/Pm

Start Date: _____ End Date: _____ Rain Date: _____

Do you need a field attendant? _____ Yes _____ No

(NOTE: Field attendant supervision is required if the permit requests bases, lights, or restrooms. Field attendant supervision is also required for all fieldhouse reservations for liability reasons!)

EXCEPTION: MPS HS Athletics practices and games - coaching staff responsible for supervision

Special Instructions: _____

This permit application may not be considered with less than 48 hour notice.



PERMIT RULES AND REGULATIONS

APPLICATION PROCESS - The formal process to obtain a field permit with the Milwaukee Recreation Department is as follows: a) submit a permit application, b) await approval, c) make appropriate payment, d) receive official field permit. (Permit applications can be found on the recreation website at www.milwaukeeerecreation.net or can be obtained by phoning the Adult Sports Office at 414-475-8410.

Permits are good only for the area and designated time issued on the field permit. They are NOT transferable and must be shown to the custodian or field attendant in charge of the grounds. Permits may be revoked by the custodian, field attendant, or MPS staff, if the participants' actions are contrary to the rules and regulations of the MPS Department of School and Community service.

1. **NO ALCOHOLIC BEVERAGES** are permitted on MPS property at any time.
2. Sales/Concessions or fundraising of any kind is not permitted on MPS property without written consent from the MPS School Board. There shall also be no admission charges or collections.
3. **NO GRILLING** is allowed on MPS property (unless otherwise specified). Fires are permitted ONLY in such locations and places as designated by the staff member in charge of the premises (Hawthorne Glen).
4. **NO CARNIVAL GAMES** i.e. Bounce Houses, Dunk Tanks, etc. – these types of activities are not covered under MPS insurance.
5. Meeting or gathering shall be free of religious, social or class bias. There shall be no discrimination by the permit group towards persons with disabilities.
6. If a field is deemed unplayable by facility personnel, users are expected to abide by this decision in an effort to minimize field damage. Groups who fail to follow field condition decisions could be billed for any damage incurred to the facility.
7. All groups using MPS facilities are expected to leave the area(s) in the same condition in which it was found. Groups who fail to clean areas could be charged for excessive clean-up.
8. **A group/individual may be denied a facility permit for the following reasons:**
 - a) Less than 48 hour notice/request,
 - b) Outstanding fees from previously issued permits,
 - c) Unauthorized MPS School Board event
9. MPS schools and recreational programs have priority over all outside groups.
10. MPS Recreation Department reserves the right to determine what additional services may be rendered for any facility rental. Picnic tables, grills, bleachers, benches, extra waste receptacles, storage boxes, port-a-johns, etc. will NOT BE PROVIDED unless authorized by the MPS Facilities and Maintenance Supervisor.
11. Weather related postponements MUST be rescheduled through the Adult Sports Office. In order for games to be rescheduled, the reservation must be made by phone or be put in writing.
12. REFUNDS are subject to the judgment of the Adult Sports Office. All refund requests MUST be in written form and delivered to the Sports Office within 30 days of the permit closing date. Refunds for inclement weather will only be considered if EVERY ATTEMPT has been made to replay those contest.
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MPS OUTDOOR FACILITIES AND USAGE FEES

BASEBALL FIELDS	
<u>RATES PER HOUR:</u>	
USE OF LIGHTS:	FIELDS WITH LIGHTS: Burnham • Wick
NO LIGHTS: \$10.00/hour	FIELDS WITHOUT LIGHTS: Bryant • Clovernook • Dyer • Emigh • Garden Hamilton • Hampton • Merrill • Pumping Station • Rogers • Sijan • Victory •
SOFTBALL/YOUTH FIELDS	
<u>RATES PER HOUR:</u>	
USE OF LIGHTS:	FIELDS WITH LIGHTS: Brinton • Bryant • Burbank • Burnham • Cleveland •
YOUTH RATE:	Emigh • Enderis • Fairview • Garden Homes • Hampton • Juneau • Lewis • Lincoln Pulaski • Pumping Station • Rogers • Sijan • Wick
NO LIGHTS: \$8.00/hour	FIELDS WITHOUT LIGHTS: Bryant • Burbank • Burnham • Cooper • Dyer •
YOUTH RATE:	Emigh • Garden Homes • Gra-Ram • Hamilton • Holt • Jewell • Lewis • Lowell • N. 65 • Ohio Riverside • S. 78 th • S. 88 th • Stark • Vincent • Warnimont • Whitman • Wick
FOOTBALL/SOCCER FIELDS	
<u>RATES PER HOUR:</u>	
USE OF LIGHTS:	FIELDS WITH LIGHTS: Browning • Burnham • Clovernook • Garden Homes • Lincoln • Rogers • Wick
NO LIGHTS: \$10.00/hour	FIELDS WITHOUT LIGHTS: Brinton • Bryant • Dyer • Emigh • Lewis • Merrill • Sijan (Soccer) • Wick #5/#6
* A weekly field lining fee is also assessed a \$50.00/week for ALL GROUPS!	
TENNIS COURTS	
<u>RATES PER HOUR:</u>	
USE OF LIGHTS:	COURTS WITH LIGHTS: Burnham (5) • Enderis (2) • Lincoln (5) • Merrill (8) • Sijan (5) • Wick (8)
NO LIGHTS: \$5.00/hour	COURTS WITHOUT LIGHTS: Cooper (3) • Custer (8) • Dyer (3) • Emigh (2) • Hamilton/Bell (8) • Jewell (2) • Juneau (4) • King (6) • Milw. School of Languages Ohio (2) • Pumping Station (2) • Riverside (4) • Vincent (8)
FIELDHOUSES	
<u>RATES PER HOUR:</u>	
MPS/CIVIC GROUPS: NO CHARGE	<u>AVAILABLE BUILDINGS:</u> (Maximum of 30-40 people) Auer • Bryant • Burnham • Clovernook • Enderis • Fairview • Green Bay • Holt • Juneau • Ohio
PARTIES: \$20.00/hour	*All parties are responsible for abiding by rental policy and trash removal!
TOURNAMENTS	
<u>RATES PER HOUR:</u>	
Each field is subject to the above listed hourly rate. (Additional field lining/preparation fee will be charged when	

FIELD ATTENDANT FEE: An additional cost to permit holder for the placement of a field monitor. **This fee is \$10.00 per hour up to a total of 10 hours per week day.**

Non-MPS Schools located in the City of Milwaukee may reserve fields for \$2.50/hour and \$5.00/hour with lights (tennis courts will be of no charge). MPS collaborative groups are advised to contact the Sports Office for calculation fees.