

**City of Carter Lake Park & Recreation**  
**950 Locust St. Carter Lake, Iowa 51510 (712) 847-0536**  
**Email: [parksandrec@carterlake-ia.gov](mailto:parksandrec@carterlake-ia.gov)**  
**BALLFIELD RENTAL FORM**

WHICH FIELD DO YOU WISH TO RENT? \_\_\_\_\_ F#1      \_\_\_\_\_ F#2      \_\_\_\_\_ F#3

**DATES REQUESTED:** \_\_\_\_\_

Age Group: \_\_\_\_\_ Base distance: \_\_\_\_\_ Pitching Rubber distance: \_\_\_\_\_

Team Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Cell # \_\_\_\_\_

Contact Person Email Address: \_\_\_\_\_ Home # \_\_\_\_\_

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

Coach's Name: \_\_\_\_\_ Cell # \_\_\_\_\_

Contact Person Email Address: \_\_\_\_\_ Home # \_\_\_\_\_

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

**FEES: WEEKDAYS - \$75 per game WEEKENDS - \$100 per game**

Single Field Reservations for Weekdays \_\_\_\_\_ x \$ 75.00 = \$ \_\_\_\_\_

Single Field Reservations for Weekends \_\_\_\_\_ x \$100.00 = \$ \_\_\_\_\_

**SUBTOTAL** \$ \_\_\_\_\_

**+ 7% TAX** \$ \_\_\_\_\_

**TOTAL RENTAL FEES** \$ \_\_\_\_\_

Rental fee must be included with this form to ensure field reservation is secured.

**INSURANCE: You must provide a copy of your team's medical & liability insurance.**

1. Please notify the Park & Recreation Office immediately of any changes in addresses or telephone numbers for contact person or coach. We will not accept any responsibility for contacting teams concerning changes in schedules (if any) if your team information is not kept up to date. CL Parks reserves the right to cancel future/current field rentals at any time – due to damages to field, not abiding to scheduled field times, vandalism to bathrooms/fields/dugouts/parking lots.
2. Field time is valuable. You will be charged each time the field is reserved in your name – whether you play the game or not. Games cancelled before scheduled start time, because of rain, you will not be charged a field fee – if that game is rescheduled a fee will be charged. Rain-outs occurring during a game will be charged, but the rescheduling of that game will not be charged. If for any reason you must cancel a game, please notify the Park & Recreation Dept. (847-0536) at least 24 hours in advance.
3. I have read and will abide by the *General Field Rules, Coach's Rules* and *Rules of Conduct to Umpires*
4. ***If you cancel a field rental with less than 24 hour notice –YOU WILL NOT RECEIVE REFUND.***

\_\_\_\_\_  
Printed Name of Applicant

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**OFFICE USE: PAID: Cash or Check # \_\_\_\_\_ Amount Paid: \$ \_\_\_\_\_ Date Received: \_\_\_\_\_**