



MONTGOMERY VILLAGE FOUNDATION, INC.

10120 APPLE RIDGE ROAD
MONTGOMERY VILLAGE, MARYLAND 20886-1000

(301) 948-0110 FAX (301) 990-7071 www.montgomeryvillage.com

PARK ATHLETIC FIELD PERMIT REQUEST FORM

Name: _____

Address: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email Address: _____

Park Location: _____

Field Requested (Check One): Baseball/Softball Soccer Football Cricket

Purpose of Use (Check all that apply): Games Practice Other _____

Age Group (Check One): 12 and Under Youth 13 – 18 Adult

Organization (If Applicable): _____

Team Name (If Applicable): _____

Start Date: _____ End Date: _____

Days of Week: 1st Choice _____ 2nd Choice _____

Time: 1st Choice Start time End time

2nd Choice Start time End time

I, the undersigned certify/understand that I am at least 21 years of age; that I have read and agree to comply with the park rules and regulations; that the presence or use of alcohol is strictly prohibited; that I will be present during the period of use; that there is a permit fee based on the attached schedule of athletic field uses that is non-refundable once the field that I have requested has been assigned, and that there may be additional use fees for some activities.

Signature: _____

Your application request is not final until your request is processed by the MVF Department of Recreation, Parks and Culture, all applicable fees have been paid and a permit has been issued. Please wait to finalize your field use plans until you receive your permit contract.

OFFICE USE ONLY: Date Received: _____ Outcome: _____

Schedule of Athletic Field Use Fees

For permitted use of MVF owned ballfields for use beginning September 1, 2015
per the Montgomery Village Foundation Park Use Policy

Fees for permitted use of MVF fields are as follows:

\$5 per hour of permitted use for all unlighted fields.

\$10 per hour of permitted use for unlighted fields for commercial and for-profit organizations.

\$30 per hour for approved use of lighted fields by Village residents and Non-profit groups

\$40 per hour for approved use of lighted fields by commercial, *for-profit, or non-profit organizations with less than 50% Village residents (excluding MVSA teams)*

(note MVSA would pay the current rate of \$15 for softball and \$25 for football).

Additional staffing costs associated with use of the lighted fields would be applied to the cost of the field use permit.

Refunds

Refund or credits will be considered for dates reserved in the event the athletic field is unusable due to inclement weather or actions taken by MVF, provided refund or credit request is submitted in writing within 10 business days of last date reserved on permit.

Reservation Schedule

Requests for field use permits will be accepted as follows:

1. Beginning January 15 for field use March 15 to June 30
2. Beginning May 15 for field use July 1 to Aug. 31
3. Beginning July 15 for field use Sept. 1 to Nov. 30
4. No permits are issued for field use Dec. 1 to March 14.