CITY OF MOUNTAIN VIEW

ATHLETIC FIELD RESERVATION INFORMATION

Applications for long term athletic field rentals are accepted two times a year for priority consideration. Applications for one time use will also be accepted year round and must be submitted at least two weeks prior to the event date(s). Applications will not be considered for priority assignments if submitted after the deadline.

As outlined in City Council Policy No. H-7 for Athletic Field Use, first priority will be assigned to City-sponsored or school district leagues/activities. Second Priority will be granted to Mountain View Youth Sports Organizations and Mountain View Residents followed by Mountain View businesses and then all other groups. Groups will also be required to provide Liability insurance with *City of Mountain View* listed as an additional insured in order to receive a permit. Commercial activities for private profit except when approved by the city managers in conjunction with city-sponsored events are prohibited by City Code 38.

Maintenance:
Groups renting the athletic fields are responsible for prepping their own field and making sure the facilities and fields are litter-free at the end of each use. The City reserves the right to revoke any permit if the field has been abused or is not free from litter. All fields are subject to closure at anytime for maintenance and recovery. For more information, please refer to the City Council Policy No. H-7 or contact the Community Center by phone at (650) 903-6331.

Deadlines for Applications:

Season	Dates	Rental Application Deadline
Spring/Summer	March – July	December 31st
Fall/Winter	August– Mid December	June 30th
Rolling Requests (non-priority)	March – Mid December	**Two weeks** prior to event start date
Winter Graham Synthetic Turf	Mid December – February	November 15th
Turf Recovery Period	Mid December - February	No Rentals

Please attach to the Field Reservation Application

- Participant Roster
- Certificate of Insurance with City of Mountain View listed as additional insured.
- Board contact list or additional contact person(s).
- Proof of residency (adult sports and private rentals).

Applications can be mailed, faxed or dropped off at the Mountain View Community Center between 8:30am and 5:00pm Monday through Friday. Postmarks and faxes received after 5:00pm on the deadline will not be accepted for priority consideration.

Athletic Field Reservations 201 S. Rengstorff Ave P.O. Box 7540 Mountain View, CA 94039-7540	City of Mountain View Recreation Division: Phone: 650-903-6331 Fax: 650- 962-1069

ParksMakeLifeBetter!

CITY OF MOUNTAIN VIEW

ATHLETIC FIELD RESERVATION APPLICATION

This is ***not*** a permit nor does it guarantee a permit will be issued. Only one application per organization will be processed per season.

Organization Information

Primary Contact: _____ Position/Title: _____

Name of Organization: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ Email: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Number of Mountain View Residents in Organization: _____
Number of *NON*-Mountain View Residents in Organization: _____

Type of Organization: (please check all that apply)

☐ **Youth** ☐ **Resident** ☐ **Mountain View Business** ☐ **All Other groups**

☐ **Baseball** ☐ **Softball** ☐ **Soccer** ☐ **Football** ☐ **Volleyball** ☐ **Other** _____

Field Requested	Day	Start Date	End Date	Start Time	End Time	Estimated # of people per use

For more space, please attach additional pages with the same format.

Rental Fees:

Organizations	McKelvey, Crittenden, Callahan: without lights	Big McKelvey, Crittenden, Callahan with lights, **Graham Synthetic Field	*All Other Fields/Parks
Youth (non-profit)	$2.00/hour	$2.00/hour	$2.00/hour
All other Groups ($25 application fee)	Resident $35/hr Non Resident$44/hr	Resident $70/hr Non Resident$88/hr	Resident $25/hr Non Resident$31/hr

***Other Fields/Parks:** Monta Loma soccer & baseball field, Slater, Stevenson, Whisman, Bubb, Castro, Cooper east & west, Eagle, Graham Grass Field, Graham Softball, Huff softball & grass field, Landels, Small McKelvey, Sylvan.

** **Graham Synthetic Field** requires a $535 deposit for each use. There are no lights available at this location.

FOR RECREATION STAFF USE ONLY
Date Received _____ **Initials** _____ **Priority Assigned** _____ **Permit Number** _____