

# Field Use Request Form

(may be completed up to 6 months prior to event)



## Contact Information

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Email: \_\_\_\_\_

## Organization Information

Organization Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## Event Information

Event Date(s): \_\_\_\_\_

Event Time(s): \_\_\_\_\_

Set Up Time(s): \_\_\_\_\_

Event Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Estimated Attendance: \_\_\_\_\_ Requested Field Quadrant(s): \_\_\_\_\_

Soccer Goals Required:  Yes  No Goal Size:  21' x 7'  18' x 6'  6' x 4'

## Field Use and Fees

- Field Quadrant – full day use (A, B, C, or D): \$100 per day, per quadrant
- Field Quadrant – partial day use (A, B, C, or D): \$50 per day, per quadrant; *less than 4 hours use, including set up*
- Soccer Goals: \$100, \$300, \$500 (depending on size)

- Administrative Fee: \$75



*Each quadrant is approximately 185 feet x 375 feet*

### **Next Steps**

You will be contacted regarding your request. Additional items will be requested and must be received prior to the activity and/or lining of fields, if required. See checklist below.

- Field Use Agreement
- Certificate of Liability Insurance
- Field Layout Diagram, if required
- Payment

Please complete form and return to [sports@treecitychurch.com](mailto:sports@treecitychurch.com)