

EFFECTIVE May 20, 2011

Procedures for the rental of GVRD Sports Fields

In order for you group to receive the non-profit reduced rate, your group must have a completed 501(c)(3) on file with the GVRD Main Office. If you do not have a 501(c)(3)(schools and some youth groups) you must provide us with a copy of a tax exempt letter from the IRS stating that you are tax exempt. All documentation for the non-profit status must match the name of your group.

Rental Rates

Natural Grass Fields

Non-profit **resident** rates are \$12 hr **minimum** 2 hours for rental

Non-profit **non-resident** rates are \$15 hr **minimum** 2 hours for rental

Regular **resident** rates are \$30 hr **minimum** 2 hours for rental

Non-resident regular rates are \$35 hr **minimum** 2 hours for rental

Dan Foley Sports Complex Artificial Turf Field

Resident rate \$40 hr **minimum** 2 hours for rental

Non- Resident rate \$48 hr **minimum** 2 hours for rental

Lights- Resident \$25/hr 2 hr minimum: \$25 each additional hour

Non-resident \$30/hr 2 hr minimum: \$30 each additional hour

Lights for all fields must be turned off by 10:30pm Mon-Thurs, 11:30pm Fri & Sat

Field Preps-Not Artificial Turf Field

Baseball and Softball preps

Non-profit **resident** \$25/prep

Non-profit **non-resident** \$30/prep

Resident profit \$30/prep

Non-resident profit \$36/prep

Field rents must be done 24 hours in advance

Field preps must be made 48 hours in advance- weekend preps available only during the months of April-October

Rental Procedure

1. **Individuals reserving on behalf of an organized group may rent up to three (3) times a week; (example: Saturday 10-12p & 5-7p counts as two rentals the rentals must be in a minimum continuous block of time, (groups may not leave an (1) hour of time between rentals) . GVRD, VCUSD and private school official sports schedules take precedence over all other rentals. Anyone renting any available sports field, as an individual, may rent on a first come first serve basis with 24 hour advance notice; 48 hours if a prep is required.**
2. If the first of the month falls on a weekend we will book on the preceding Friday excluding holidays.
3. On Monday of each week, any available field rentals, for that week, may be booked on a first come first serve basis.
4. During the rainy season fields may be unplayable due to excessive water (see below for Dan Foley Artificial Turf Field). **In the event of a "rain out" a credit will be given and**

the rental may be rescheduled, provided you have notified the GVRD Main Office 707-648-5389, within 24 hours of the rainout. For Artificial Turf Field- due to the all weather surface "rain outs" will be limited to severe weather only.

5. Park Maintenance Supervisor has ultimate responsibility to determine if the fields are playable.
6. **All rentals are to be done in person, at the Main Office. No telephone reservations are accepted.**
7. Payment is expected at the time of rental.
8. Only official representatives that are on file with a particular organization may rent, sign and receive a copy of said permit.

Fields available for rent:

Soccer: Wardlaw, Glen Cove, Washington, Wilson, North Vallejo

Baseball: Dan Foley, Wilson, Terrace Park (Curb Field) (Little League), Richardson (Madren) (Little League)

Softball: Richardson (Madren), North Vallejo, Washington

Artificial Turf Field: Dan Foley Sports Facility, Both soccer and softball, but only one rental at a time, either/or.

Fields that have lights available for rent:

Washington, Dan Foley (McManus), North Vallejo, Wilson (baseball only)

Dan Foley Artificial Field has lights that are programmed by computer at the main office.

Policy Number 3071 Refunds

Rules and Regulations RR3071

Sports Fields

Natural Grass:

- Rain-out: Must call 707-648-5389 within 24 hours of rain-out in order to receive credit to account.
- Cancellation: \$10 cancellation fee will be deducted and balance applied to their account, unless a refund check is requested.
- Transfer Fee: \$5 will be charged for each transfer transaction. Payable at the time of transfer.

Artificial Turf:

- For Artificial Turf Field- due to the all weather surface "rain outs" will be limited to severe weather only.
- No fees will be charged to transfer, cancel a rental within three working days of initial scheduling of the field. After three working days, the cancellation fees below apply.
- Cancellation Fees: 0-15 days from scheduled date \$20 fee
- Cancellation Fees: 16-30 days from scheduled date \$10 fee