



**CITY OF MESA
SPORTS COMPLEX
RESERVATION POLICY AND FIELD USE REGULATIONS**

Request to Use Field(s)

I. Established Annual Tournaments and Events

- a) All established and new facility rental requests must be made in writing and submitted to the facility manager.
- Multi-day tournament groups using all fields can reserve facility up to 1 year in advance.
 - Camps / Clinics and Leagues with multiple rental dates could reserve facilities up to 6 months in advance.
 - All other game use and practice rentals will be taken up to 3 months in advance

Larger established tournaments and events will have preference followed by returning rental groups looking to renew rental dates.

- b) All rental request must be made by the person in charge of the tournament or rental event.
- d) Annual tournaments and events cannot sub-let their designated rental dates to another tournament or group.
- b) Any new request received within rental guidelines will be accepted on a first come, first serve basis. Rental time is available for all dates open on the field reservation calendar, after all established tournaments, camps and daily rental requests have been received.
- c) All appropriate fees are required to secure reservation.
- Practice / Camp rentals require payment in full at time of reservation.
 - Tournament require a \$150-\$500 deposit to secure the reservation. These fees are non-refundable but will be applied toward final rental fees of your event.
- d) Once a request is received, final approval may be given in 30 days by the coordinator. Please contact the facility coordinator at (480) 644-3337 with questions about this process.



**CITY OF MESA
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RESERVATION POLICY AND FIELD USE REGULATIONS
CONTINGENCY PLAN FOR INCLEMENT WEATHER**

Inclement Weather

The City of Mesa Parks, Recreation & Commercial Facilities Department reserves the right to shut down fields it determines are unfit for play if:

- 1) Standing water exists on any part of the field.
- 2) Fields have become so saturated that further play will damage the fields making them unplayable or unsafe for future play.

It is the sole responsibility of the tournament director to inform coaches and participants that, in the event of inclement weather, there may be an interruption of schedule, potentially affecting the outcome of the competition.

All tournaments must have a contingency plan for inclement weather.

SAMPLE :CONTINGENCY PLAN FOR INCLEMENT WEATHER

In the event of inclement weather, the Tournament Committee reserves the right to modify all tournament rules in order to safely end the event. Any combination of the following contingency plan may be adopted, therefore, potentially affecting the outcome of competition.

- 1) All games will be cancelled and pre-game warm ups on playing fields will be eliminated.
- 2) Utilize backup fields, if possible.
- 3) Postponing games until fields are determined fit for play, then altering the remaining schedule to accommodate as many teams as possible, especially those from out of state.
- 4) Shortening game time in an effort to either schedule more games on fields that are fit for play or reduce the amount of playing time, thus, minimizing the amount of damages caused to a field that is wet yet considered fit to play.
- 5) Reschedule local teams for later date or issue refunds, playing only out-of-town teams.
- 6) Award co-champions.
- 7) Cancellation, postponement or rescheduling of entire tournament.

Tournament Directors must be prepared to adopt any combination of this contingency plan. The City of Mesa will make every effort possible to work with Tournament Directors to ensure that teams, particularly those visiting from outside Arizona, have an opportunity to participate. **Tournament Directors, please understand that the City of Mesa does have an obligation, however, to the safety of its park visitors to providing safe, well-maintained athletic fields for current and future event use.**