

Appendix I

Application Field Use Application

City of Manassas
 Parks, Culture & Recreation Division
 9431 West Street, Manassas, VA 20110
 703-368-1873
manassasva.gov/fields



Request for Community Use of Public Athletic Facilities

Please complete the following application and submit to the Parks, Culture & Recreation Division.
 Submitting a request does not guarantee field use rental.

Contact Information
Organization/Team Name:
Representative Name:
Address:
Phone #:
Email:

Sport, Purpose and Field Type
Sport: ___ Baseball ___ Softball ___ Soccer ___ Football ___ Lacrosse ___ Other: _____
Purpose: ___ Practice ___ Game ___ Tournament ___ Private Lessons
Field Type: ___ Diamond Field ___ Rectangular Field

Field Use Request				
Field Name:	Day(s):	Date(s):	Start & End Times:	Additional Info:
<i>Example: Byrd Park Field #1</i>	<i>Mondays</i>	<i>March 15 – Nov. 15</i>	<i>5:30 p.m. – 6:30 p.m.</i>	<i>Insert any special requests here.</i>

Remember to include the following with your submission for your application to be considered as complete.

- Roster for each team playing on City fields
- Proof of Residency (all players listed on rosters)
- Copy of Insurance

Applicant Signature
As the applicant, I have read and agree to the policies and procedures outlined in the City of Manassas Athletic Field Use Community Guide. I hereby agree and understand that it is my responsibility to oversee all parties affiliated with the rental and to ensure compliance with all policies, rules, regulations, ordinances, and guidelines of the City of Manassas, Parks, Culture & Recreation Division. I understand that any violations may result in immediate cancellation of the reservation(s) and/or revocation of the current and/or future permit(s).
Signature of Applicant: _____ Date: _____