

City of Beaver Dam Community Activities & Services
ADULT SOFTBALL PRACTICE PERMIT

Team Name: _____ Date Diamond Is Reserved For: ____/____/____

Your Name: _____

League	Division	Field	Time Frame
<input type="checkbox"/> Men's	<input type="checkbox"/> B	<input type="checkbox"/> AFE	<input type="checkbox"/> 1:00 – 2:30pm
<input type="checkbox"/> Fall	<input type="checkbox"/> C	<input type="checkbox"/> AFW	<input type="checkbox"/> 2:30 – 4:00pm
		<input type="checkbox"/> Lakeview	<input type="checkbox"/> 4:00 – 5:30pm
		<input type="checkbox"/> Other: _____	<input type="checkbox"/> 5:30 – 7:00pm
			<input type="checkbox"/> 7:00 – 8:30pm

ADULT SOFTBALL PRACTICE POLICIES

1. **RESERVATION POLICY:** All reservations are taken on a first-come, first-served basis.
2. **NUMBER OF PERMITS:** A team may only have two Adult Softball Practice Permits secured on the calendar at one time.
3. **FUTURE RESERVATIONS:** Diamonds may be reserved for practice up to one year in advance from today's date.
4. **RESERVATION CHANGES:** You may change diamonds or the date reserved prior to your event, depending upon availability, by contacting the office.
5. **ON THE DAY OF YOUR EVENT:** Take this permit with you to the diamond on the day of your event. If another team or party is using the diamond when you arrive, politely tell them you have it reserved, show them this permit, and ask them to leave. If they refuse to leave, the team's manager should notify the office the following business day with the name of the team and exactly what occurred.
6. **GAME PRECEDENCE:** Regular scheduled league games or postponed games shall always take precedence over other non-league games in the reserving of ball diamonds. If it becomes necessary to cancel your permit, the office will contact you as soon as possible.
7. **DIAMOND CONDITIONS:** Do not use the diamonds when they are wet or soft.
8. **PLAYABLE DIAMONDS:** Softball teams are not allowed on youth diamonds and baseball teams are not allowed on softball diamonds, with the exception of the Athletic Field West softball diamond, which can accommodate youth baseball teams.
9. **DRIVING/PARKING IN CITY PARKS:** There will be no driving or parking of a vehicle within any area of the park area (City Ordinance #7.08(13) - \$10/day to \$20/day fine) unless a special parking permit is obtained from the office. There is no charge for this permit. Please hang the permit from your rear view mirror so it can easily be seen by the Police Department. Use your best judgment when driving on the grass, as damage may occur due to wet conditions in the park. All damages will be assessed to the permit signer.
10. **PRIVILEGE:** The BD Community Activities & Services Department reserves the right to cancel the privilege of the use of diamond reservations for any team, at any time, for infractions of the above rules or for any other just cause. The Department also reserves the right to refuse any and all requests for reservations if it is deemed necessary.
11. **MANAGER RESPONSIBILITY:** The team manager is responsible for all of the above stipulations.
12. **QUESTIONS:** If you have any questions, contact the BD Community Activities & Services Department at (920) 887-4639. Office hours are Monday-Friday 7:30am – 4:30pm.

I have fully read this reservation permit and I understand and agree to all stipulations:

Signature: _____

OFFICE USE ONLY	Today's Date: _____ Permit # _____
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