

Season Start Date: (mo/year)

Season: Fall or Spring

Team/League Name: _____

Field Use Checklist

PLEASE INITIAL EACH LINE:

___ Permit is being submitted ONLY 30 days prior to the season start date. Travel seasons and regular league seasons are different and need separate forms.

___ Make sure each line is filled out completely with all appropriate information.

___ Information for all current and active board members needs to be listed on the Field Use Permit.

___ Insurance information and a copy of the policy needs to be attached to Field Use Permit with up-to-date season date information.

___ All player fees have been paid prior to the first scheduled practice. Anyone from Spring Creek that has already paid for the same sport/season does not need to pay again. League(s) will be responsible for making sure duplicates don't occur.

___ All waivers need to be filled out completely and turned in with the Field Use Permit prior to ANY field use for each person participating in their league. This can be done electronically when having participants register for your league and sent to SCA when all filled out.

___ Game days/times and practice schedules for the season. We only need the block times needed for your league to schedule amenity gates to be open during these times and provide a calendar to the public of what is open in what areas. If you need gates open at an unplanned time, please let SCA know at least one week prior. If you put down a time needed and do not use it consistently, the time may be taken away to allow other leagues to use those areas.

___ Email team rosters no later than one week after registration closes to SCA. We need the first and last name of participants, that should match up with the waivers filled out.

Registration Start Date: _____ Registration End Date: _____

___ Tournament dates if any during the times this field application is requested. If you have tournaments outside of these dates, a new application will need to be filled out.

___ Provide keys/codes for all locks you install prior to the season's start date.

NO RESERVATION DOCUMENT IS FINAL until you receive an email from SCA confirming it is approved.

TRAVEL TEAMS

___ Before submitting an application, any travel organization must coordinate schedules with the corresponding recreational league for that sport. If you have not done this, please do so before submitting. – An email confirmation of this approval needs to be submitted to SCA.

Checklist complete _____ SCA Signature _____
Travel _____ or Regular _____