

Athletic Tournament / Event Application Form

For office use only	
RECEIVED BY _____	DATE _____
CONTRACT NUMBER _____	

Any request requiring Fox Valley Park District approvals, services, assistance and/or other support for a special event must provide the following information. Submittal of application does not constitute approval.

Applicant Information

INDIVIDUAL RESERVING/NAME OF ORGANIZATION _____

MAIN CONTACT _____

STREET ADDRESS _____ CITY _____

CELL PHONE NUMBER _____ HOME NUMBER _____

BUSINESS NUMBER _____ FAX NUMBER _____

EMAIL ADDRESS _____

Event Description

NAME OF EVENT _____

DATE OF EVENT _____

PURPOSE OF EVENT _____

DESCRIPTION OF EVENT _____

STATUS (CHECK ONE THAT APPLIES): 501(c)(3) Individual Other _____

Event Logistics

TYPE OF EVENT (CHECK ONE) Baseball Softball Soccer Other _____

AGE GROUPS OF PARTICIPANTS _____

PREFERRED SITE FOR EVENT _____

NUMBER OF FIELDS REQUESTING _____ TOTAL NUMBER OF GAMES EXPECTED TO BE PLAYED _____

NUMBER OF GAMES EACH DAY, PER FIELD _____ EXPECTED ATTENDANCE _____

PARTICIPANTS _____ SPECTATORS _____ EXPECTED NUMBER OF VEHICLES _____

REQUESTING DATES _____

HOURS OF EVENT _____

Entertainment

EVENT WILL OFFER THE FOLLOWING (CHECK THOSE THAT APPLY)

Moon Jump DJ Food Vendor Portable Restroom Tent

DESCRIBE ENTERTAINMENT/ACTIVITIES PLANNED _____

Promotions

Are you publicly promoting the event? Yes No If yes, how will your event be promoted? _____

Radio Television Newspaper Posters/fliers Facebook Other Website _____

Will there be any charge for participation for this event? Yes No If yes, what is the fee to participate? \$ _____

Fees and Services

Baseball / Softball

Description of Participants for Event	Cost (per game, per field)	# of Fields	Additional Fee	Total Cost
<input type="checkbox"/> Youth Resident (Ages 17 & under)	\$25	x _____	+ \$25 field prep fee	= \$ _____
<input type="checkbox"/> Youth Non-resident (Ages 17 & under)	\$50	x _____	+ \$25 field prep fee	= \$ _____
<input type="checkbox"/> Adult Resident (Ages 18 and up)	\$50	x _____	+ \$25 field prep fee	= \$ _____
<input type="checkbox"/> Adult Non-resident (Ages 18 and up)	\$100	x _____	+ \$25 field prep fee	= \$ _____

Soccer

Description of Participants for Event	Cost (per game, per field)	# of Fields	Total Cost
<input type="checkbox"/> Youth Resident (Ages 17 & under)	\$25	x _____	= \$ _____
<input type="checkbox"/> Youth Non-resident (Ages 17 & under)	\$50	x _____	= \$ _____
<input type="checkbox"/> Adult Resident (Ages 18 and up)	\$50	x _____	= \$ _____
<input type="checkbox"/> Adult Non-resident (Ages 18 and up)	\$100	x _____	= \$ _____

Required / Additional Services

Description	Cost		Total Cost
<input type="checkbox"/> FVPD Police may be required at events	\$50 / hr		= \$ _____
<input type="checkbox"/> Additional Portable Toilets	\$50 / ea.		= \$ _____
<input type="checkbox"/> Baseball / Softball Lights, if available	no additional charge		

Total Fees = \$ _____

Acknowledgement of Application Policy

_____ I acknowledge the Fox Valley Park District will review this request and determine approval.

_____ I acknowledge other fees may apply to the reservation, such as Fox Valley Police Officers required to be present during the event.

SIGNATURE _____ **DATE** _____

PRINT NAME _____

APPROVED BY _____ **DATE** _____