



MPRB Athletic Field Permits

The permit application process opens on February 6th 9:00am and ends March 12th 2012 at 4:30pm for the Spring/Summer Season (April 1 – August 31). The Fall Season (Sept 1 – November 1) permit application process is from July 2nd – August 6th. Applications will be reviewed and processed in the order they are received. **Not all applications are granted a permit for field use.** Permits will be granted to user groups according to a priority list and what fields are available in a given year. The Minneapolis Park and Recreation Board reserves the right to cancel a permit at any time.

To be considered for an athletic field permit, the person requesting the permit must fill out application materials accurately and completely with all contact information printed clearly and a signature.

Applications can be mailed, emailed, faxed or dropped off at:

Minneapolis Park and Recreation Board
Attn: Athletic Field Permits
2117 West River Road N.
Minneapolis, MN 55411

Faxed to: 612-370-4993 (Please use cover letter and write ATTN: Athletic Field Permits)

Emailed to: tgrate@minneapolisparks.org

Call Tim Grate with any questions at 612-230-6491.

General Permit Conditions

- All permits are non-transferable
- All special arrangements must be made at time of application
- Any changes to a permit after the permit has been issued will incur a minimum \$30 administration fee
- A permit is required for the following uses: non-MPRB leagues; non-MPRB tournaments; a reservation for a specific facility at a specific time; anytime at Parade or Neiman Sports Complex
- The responsible person of the group holding the permit must have a copy of the signed written permit in their possession while the event is taking place
- The selling, or offering to sell, of any item whatsoever is prohibited unless the permit contains permission to sell clauses and procedures. Permit holders are responsible for any admission or sales taxes if applicable.
- Groups must provide sufficient, competent adult supervision for the event. Person in charge of the event must be stated on the application, along with pertinent phone numbers. Failure to provide adequate supervision will lead to forfeitures of future uses.
- Starting and finishing times listed on permit must be adhered to. Permit to include exceptions for rain delays
- No games or activities may take place prior to 8:00am. All evening activities must be concluded by 11:00pm. Exceptions for shorter or longer hours will be considered on a case-by-case and facility-by-facility basis. (Must follow any additional MPRB ordinances i.e field lights, noise levels, PA systems etc.).
- Please read application materials for additional information regarding field permits



Dear Neiman Complex User,

In an effort to maintain the quality of these premier fields, the following policies have been implemented by the Minneapolis Park & Recreation Board. If you have any questions, please feel free to call Tim Grate, MPRB Athletic Field Permit Coordinator at 612-230-6491.

Type of Use – Policies

1. Groups must stay off of fields that are designated “Out of Play”. (No practice or warming up on)
2. The use of fields will be limited in type and amount of activity to assure the highest quality of field conditions possible.
3. Use of the fields for practice (non-game, non-clinic) activities is restricted and requires the approval of the Assistant Superintendent for Recreation.
4. A determination on field availability based on field conditions is determined by the head of maintenance.
5. The head of maintenance and permit coordinator have the right to cancel any permitted dates at any time due to unplayable field conditions.
6. A group canceling a date must call the permit coordinator one month in advance of their scheduled date in order to receive a partial credit.
7. The permit coordinator will try to reschedule a cancelled date if possible.
8. Field use privileges may be revoked at any time by the Permit Coordinator upon approval by the Assistant Superintendent of Recreation (or designee), if a group or members of a group do not comply with the field use regulations.

Recommended Field Use Regulations:

- Use on permitted field only (**ABSOLUTELY NO PRACTICE ON FIELDS OTHER THAN PERMITTED FIELD**)
- Warm up is included in permit time and must take place on field permitted.
- No spike cleats on sidewalks
- Vehicles must park in designated areas (no parking on grass)
- All ordinances and regulations must be obeyed
- All spectators, coaches and athletes must adhere to MPRB Sportsmanship policies
- No batting practice prior to field permit time

The Community Services Manager may adapt or adopt regulations at any time

9. Permits for usage will be given to the agency/league, which oversees the sport (i.e. MYSA Soccer, ...) with team priorities given to Minneapolis Park & Recreation Board. A team requesting use of the facilities must be affiliated with an overall organization. All other non organization (specific) requests will be authorized by the Assistant Superintendent of Recreation (or designee).
10. Usage is billed on an hourly basis. Any teams that go over the amount of time scheduled will be billed for additional hour(s).



NEIMAN SPORTS COMPLEX INFO (FORT SNELLING)

The complex includes eight full-size soccer fields 6 lighted and 2 non-lighted, two baseball fields (380' centerfield), two youth baseball/fastpitch softball fields (250' outfield fences), and one adult softball field (300' outfield fences).

2012 TIMELINE FOR APPLICATIONS

Spring and summer (Apr-Aug) applications will be accepted beginning Feb. 6th. The deadline will be March 12th. Applications for the fall season will begin July 2nd (Sept-Nov). The deadline for applications will be August 6th.

Parade and Neiman Sports Complex

Parade (P) and Neiman (N) Facility	Fees-2012
Baseball: #1 Field (P) #1 & 2 (N)	<u>Parade & Neiman</u> \$55/hr Youth \$100/hr Adult *Bases – included in fees
Softball: (Neiman Only) #3, 4, 5 Field	<u>Neiman</u> \$55/hr Youth \$100/hr Adult
Soccer Field/Football Field	<u>Parade & Neiman</u> \$70/hr Youth \$100/hr Adult
Lighting Fee	<u>Parade & Neiman</u> \$30/hr
Permit Admin Fee	\$50 minimum
MPRB Staffing (when needed at site)	<u>Parade & Neiman</u> \$15/hour, minimum 4 hours depending upon request
Grooming Between Games (if requested)	<u>Parade and Neiman</u> \$50/hr, 4 hour minimum

DeLaSalle HS Field

DeLaSalle HS Field	Fees-2012
Soccer Field/Football Field	\$70/hr Youth Only

Limited access for youth usage for groups affiliated with the MPRB.



Minneapolis Park and Recreation Board 2012 Fee Structure: Use of Outside Athletic Facilities

***** Consumption of any alcoholic beverage on MPRB property is prohibited. Persons caught are subject to citation *****

Facility Use Groups	No fee MPRB No fee Mpls. Public Schools	<u>Mpls. Residents/Adults & Use By Colleges</u>	Non-Residents Mpls./Adults & Commercial Groups	Non-MPRB Youth Teams & Associations
<u>Fields:</u> <i>except Neiman & Parade</i> <u>Football</u> (tackle, flag, or touch), <u>Soccer</u> , <u>Cricket</u> , <u>Ultimate Frisbee</u> , <u>Rugby</u> , <u>Lacrosse</u>	No fee – MPRB No fee – Schools Except when use outside normal operating hours or request additional maintenance	\$30/hour includes routine maintenance- other services extra (extra satellite toilets, additional lining of field current maintenance costs)	\$40/hour includes routine maintenance- other services extra (existing satellite toilet service fee, cover cost of increased satellites, additional lining of field)	Hourly fee \$8.00 (extra charges for field set-up or lining above normal services)
<u>Fields:</u> <i>except Neiman & Parade</i> <u>Baseball</u> , <u>Softball</u> <u>Rinks:</u> <u>Hockey</u> , <u>Broomball</u>	No fee – MPRB No fee – Schools Except when use outside normal operating hours or request additional maintenance	\$25/hour includes routine maintenance- other services extra (bases \$5/field/day; extra lining/dragging current maintenance costs)	\$40/hour includes routine maintenance- other services extra	Hourly fee \$8.00 (extra charges for field set-up or lining/dragging above normal services; bases when not normally provided)
<u>Courts:</u> <u>Volleyball</u> <u>Tennis</u> <u>Kato</u>	No fee – MPRB No fee – Schools	\$20/hour (Special Court Set-up extra - \$35/time)	\$25/hour (Special Court Set-up extra- 35/time)	Hourly fee \$8.00 (extra for special court set-up)
<u>Lights</u>	No fee unless beyond normal hrs	\$25/hour	\$30/hour	No fee unless beyond normal hrs
<u>Staffing:</u>	No fee except when outside normal operating hours	\$15/hr or current going rate if there is a special need for staffing only	\$15/hr or current going rate if there is a special need for staffing only	\$15/hr or current going rate only when outside normal operating hours
<u>Permit Admin Fee</u>	No Fee	\$50.00 /per sports season. Example: Soccer spring and summer permit \$50.00 fee. Fall permit separate \$50.00 fee.	\$50.00 /per sports season Example: Soccer spring and summer permit \$50.00 fee. Fall separate \$50.00 fee.	\$50.00 /per sports season. Example: Soccer spring and summer permit \$50.00 fee. Fall separate \$50.00 fee.

** Biff fees apply to specific regional athletic facilities including: Bryn Mawr, NEAF, Bassett Creek, Bossen, and Nokomis. Please check Biff fees for single rentals and leagues with the permit coordinator.



CITY OF MINNEAPOLIS
PARK AND RECREATION BOARD

2117 West River Road
Minneapolis, MN 55411

one: (612) 230-6491 Fax: (612) 370-4993 Email: tgrate@minneapolisparcs.org

Application for Use of Athletic Facilities

THIS APPLICATION DOES NOT GUARANTEE TIME OR SPACE

Proposed Park Location: _____ _____	Date(s) of Proposed Use
	A. Single Use: _____
	Multiple/Series of Uses: _____ _____ _____

NAME OF ORGANIZATION/GROUP	CONTACT PERSON
Organization _____	Contact Person _____
Address _____	Address _____
City _____ Zip _____	City _____ Zip _____
Work Phone _____	Work Phone _____ Home Phone _____
Email _____	Email _____

Estimated Attendance: _____ Hours of Use: _____ TO _____

Adults: _____

Teens/Children: _____

Describe the proposed activity: _____

Athletic Facilities Requested

Baseball _____	Cricket _____
Softball _____	Rugby _____
Soccer _____	Ultimate Frisbee _____
Ice Hockey _____	Tennis Courts _____
Hockey Rink _____	Outdoor Volleyball _____
Lacrosse _____	Touch/Flag Football _____

Please List Items to be brought on to grounds

Beverages (What Kind?) _____ Food _____

Athletic Equipment _____ Other _____

- *Liability insurance certificate required; MPRB must be listed as additional insured.
- ** Some beverages restricted to specific locations and certain rules and regulations.

The MPRB may require Recreation Staff presence for the proposed event/program.
Staff costs of \$15 per hour, per staff will be paid in advance by the event planner/organization.

Other Park Board services Required (These will be Provided at Additional Expenses):

____ Electric Power ____ Park Police ____ Extra Field Marking ____ Fencing

____ Other: _____

Has your organization ever applied for a permit before? ____ Yes ____ No

Date of Previous event _____ was permit granted? ____ Yes ____ No

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