



EVANSVILLE DEPARTMENT OF PARKS AND RECREATION

100 EAST WALNUT STREET ▪ EVANSVILLE, INDIANA 47713-1399 ▪ (812) 435-6141

▪ STEPHANIE TERRY – MAYOR ▪

SPORTS FACILITY REQUEST FORM

Name of Renter: _____

Name of Renter's Organization (if applicable): _____

Address of Renter: _____

Phone Number of Renter: _____ 2nd Number (if applicable): _____

Email Address of Renter: _____

Date(s) Requesting: _____

Time(s) Requesting: _____

Purpose of Rental: _____

**If it is a tournament, please see additional form on 2nd page.*

Number of Expected Participants: _____

**Rentals exceeding more than 200 people will require a Park Use Permit.*

Number of Fields / Courts Requested: _____

Location of Softball Fields Requested: Wesselman Field #1 Wesselman Field #2 Lamasco

**Lamasco is only rented during daylight hours.*

Wesselman Park Sand Volleyball Courts Requested: Court 1 Court 2 Court 3 Court 4

Are Lights being requested for this rental: Yes ____ No ____

Additional notes or comments about specifics of the rental: _____

Tax Exemption #: _____ (Please attach documentation as well)

ADULT SPORTS TOURNAMENT REQUEST FORM

Purpose of Tournament: _____

Will the tournament be sponsored by any organizations or individuals? Y / N

Name of Sponsor (if applicable): _____

Tournament Entry Fees: _____ per team / player (circle one)

Expected Number of *Teams*: _____ *Participants*: _____ *Spectators*: _____

Will there be an admission fee for spectators? Y / N If yes, what is the rate? _____

Will there be concessions sold? Y / N

Additional notes or comments about specifics of the rental: _____

I understand that this is a request, and my date is not guaranteed until:

The Sports Director has confirmed the date, insurance has been provided, private Use Facility Policy has been signed and turned in, and payment has been made.

*If there is expected to be more than 200 attendees and participants, or you are hosting a tournament, a Park Use Application form must also be submitted. Once all applicable documents are submitted to the Sports Director, the dates will be confirmed, and payment initiated. Payment must be made 2 weeks prior to the start of the rental, and can be made online, over the phone, or in person at the Parks Department.

Signature of Requester: _____

Date: _____