Texas City Department of Recreation & Tourism

ATHLETIC FIELD / PAVILION – RESERVATION REQUEST

Please print clearly. This form must be completed in full on the date the room is reserved. If not, the reservation is void.

Event Name: _____

Date of Event: Day(s) of Week _____ Month _____ Day(s) _____ Year_____

Rental Time: (Includes set up and clean up): Start Time: _____ End Time: _____

Event Type: _____

Estimated Number of Guests / Teams: _____

(Lights will be charged to all reservations beginning at 5:00pm from November to February, and 6:00pm from March to October for Daylight Savings Time)

Please check the field(s) and/or pavilion(s) you would like to reserve:
(Deposit fee for pavilion is $150 and fields are: CGSC $400, Robinson $200, and all other fields $100)

Softball/Baseball Reservation Fees TC Resident $15.00/hr (w/o lights) $25.00/hr (w/ lights) NON Resident $20.00/hr (w/o lights) $30.00/hr (w/ lights)

Package Prices:

Residents:
- $475.00 per day (3 fields)
- $625.00 per day (4 fields)
- $775.00 per day (5 fields)

NON Residents
- $600.00 per day (3 fields)
- $750.00 per day (4 fields)
- $900.00 per day (5 fields)

☐ CGSC Softball/Baseball Field
☐#1 ☐#2 ☐#3 ☐#4 ☐#5 ☐#6 ☐#7

☐ Softball / Baseball Field _____

☐ CGSC Multi-Purpose Fields _____

☐ CGSC Football Field TC Resident $300.00/day NON Resident $400.00/day

☐ CGSC Pavilion / Concession Stand TC Resident $200.00/day NON Resident $300.00/day

☐ Concession Stand $100.00/day

☐ Concession Trailer $40.00/hr

ADDENDUM FOR MAINTENANCE SERVICES

☐ Litter removal and clean restrooms $25 per hour / per staff

☐ Installing a temporary fence $100 per field

☐ Loading, hauling and setting bleachers $50 per bleacher

☐ Field art (logos) $440 per logo (may vary based on size and design)

☐ Painting lines on fields that are being used for a sport that is not normally on that field. Example: soccer or flag football on outfield: $350 per field

Deposit Fee	$	
Hours w/o Lights	#	$
Hours w/ Lights	#	$
Package Fee	$	
Concession	$	
Maintenance Fees	$	
TOTAL AMOUNT	$	
AMOUNT PAID	$	
Balance Due Date:		
*(+) Security Fees	$	

*This reservation is subject to review by the Recreation & Tourism Director and/or the Texas City Police Chief, after which, additional security fees may be added to the total amount due, if deemed necessary. You will be notified of and required to pay any additional fees, which will be added to your balance due. _____ (Initial)

By signing this form, I herby affirm that all information is correct and complete. I will be present during this event and fully accountable for compliance with all City policies of which I have informed myself. I have received a copy of the rules and regulations, and understand them fully and agree to comply. _____ (Initial) I will be financially responsible for any alteration, defacing or unreasonable clean up and damages resulting from this event. Furthermore, I agree to pay all fees due and present any required permit/license/police form(s) in advance or forfeit this reservation.

_____ _____
Signature Date

_____ _____ _____
Name (Please Print Clearly) Connection to Event Home Phone

_____
Address City State Zip

_____ _____ _____
E-mail Fax Number Alternative Phone

Office Use Only: Rsv#: _____ H/H#: _____ ☐Fee Event **OR** ☐No Fee Event Initials _____ Date _____