



# WILLIAMSBURG PARKS & RECREATION

## QUARTERPATH PARK AND KIWANIS PARK

### FEES AND CHARGES



202 Quarterpath Road, Williamsburg, VA 23185

SOFTBALL FIELDS	FEE
Application Fee*	\$25 per field
Quarterpath Adult Softball Field(s) (300 foot)	\$150/day per field
Quarterpath Adult Softball Field(s) Converted to Youth Field(s) – Portable Fences at 200 foot	\$175/day per field
Kiwanis Youth Softball Field(s) (Fields 1 & 2 at 200 foot, Field 3 at 250 foot**)	\$150/day per field
Park Attendant	\$15/hr
Field Lights	\$25/hr
MVP/Turface	\$15/bag
SAND VOLLEYBALL COURTS	FEE
Application Fee*	\$25 per court
Quarterpath Regulation Size Sand Volleyball Court(s)	\$25/hr per court
Court Attendant	\$15/hr
TENNIS COURTS***	FEE
Application Fee*	\$25 per court
Kiwanis Regulation Size Tennis Court(s)	\$15/hr per court
Court Attendant	\$15/hr

- \*Application Fee is to be submitted with the Field/Court Use Permit Request. Application Fee is applied toward the total rental fee. If applicant cancels event or does not use a field/court, the fee is non-refundable.
- \*\*Field 3 at Kiwanis Park is 250 feet. A 200 foot portable fence is available for \$50.
- \*\*\*Tennis Court lights are included at no charge from sunset until 10:00 p.m.
- A 50% deposit must be received a minimum of thirty days prior to the event. Full payment must be turned in no later than five days after the event. Failure to do so may result in future loss of rental privileges.
- Applications may be submitted up to one year in advance. Applications must be submitted a minimum of thirty days prior to the event.
- Cancellation of events must be made in writing at least thirty days prior to the date reserved to obtain a full refund of rental fees paid (excluding application fee). Two weeks notice prior to the date reserved is required to obtain a half refund and after that, no refund is given. In the event the Parks and Recreation Department cancels the event due to unforeseen circumstances, a full refund will be given including application fee.
- All applicants must submit a Certificate of Insurance listing the City of Williamsburg as additionally insured for no less than \$1,000,000 with an endorsement. Address for the City of Williamsburg is 401 Lafayette Street, Williamsburg, VA 23185.

**Tournaments, Camps and Special Events:**

All requests for tournaments, camps or special events that are not considered part of an organization’s regular season or post season use will be considered separately. These requests may require payment of additional fees and charges.

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202 Quarterpath Road · Williamsburg, VA 23185 · (757) 259-3760

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# WILLIAMSBURG PARKS & RECREATION

## QUARTERPATH PARK AND KIWANIS PARK

### USE PERMIT REQUEST



202 Quarterpath Road, Williamsburg, VA 23185

**Applicant Information:**

Name: \_\_\_\_\_ Designated Contact Person: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Alternate Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_ On-Site Phone # During Event: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Rental Information:**

Field(s) Requested:

- |   |  |
|---|--|
| <input type="checkbox"/> Quarterpath Adult Softball Field(s) (300 ft. Fence) (3 total)          | # of Fields Requested _____  |
| <input type="checkbox"/> Quarterpath Youth Softball Field(s) (200 ft. Portable Fence) (3 total) | # of Fields Requested _____  |
| <input type="checkbox"/> Kiwanis Youth Softball Fields 1 and 2 (200 ft. Fence)                  | # of Fields Requested _____  |
| <input type="checkbox"/> Kiwanis Youth Softball Field 3 (250 ft. Fence)                         | # of Fields Requested _____  |
| (200 ft. Portable Fence Available)  | Portable Fence? Yes <input type="checkbox"/> No <input type="checkbox"/> |

Lights Requested – Time Needed \_\_\_\_\_

Additional Field Preparation Requested (Initial field preparation is included with field rental fee, see Deputy Director for pricing)

Court(s) Requested:

- |   |                             |
|---|-----------------------------|
| <input type="checkbox"/> Quarterpath Regulation Size Sand Volleyball Court(s) (2 total) | # of Courts Requested _____ |
| <input type="checkbox"/> Kiwanis Regulation Size Tennis Court(s) (7 total)              | # of Courts Requested _____ |

Planned Activity (please be specific): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Special Equipment and/or Set-up (field modifications, portable fencing, etc.): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Dates: \_\_\_\_\_

Through: \_\_\_\_\_

Times: Monday \_\_\_\_\_ to \_\_\_\_\_

Friday \_\_\_\_\_ to \_\_\_\_\_

Tuesday \_\_\_\_\_ to \_\_\_\_\_

Saturday \_\_\_\_\_ to \_\_\_\_\_

Wednesday \_\_\_\_\_ to \_\_\_\_\_

Sunday \_\_\_\_\_ to \_\_\_\_\_

Thursday \_\_\_\_\_ to \_\_\_\_\_

Estimated # of Participants per Day: \_\_\_\_\_

By signing below, the applicant agrees to abide by the **CONDITIONS OF USE** and is authorized to represent the applying organization.

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

**FOR OFFICE USE ONLY**

Date Application Received \_\_\_\_\_

Request Approved

Request Denied

Reason Denied:  
\_\_\_\_\_  
\_\_\_\_\_

**FEES:**

Deposit: \_\_\_\_\_

Field/Court Rental Fee: \_\_\_\_\_

Light Fee: \_\_\_\_\_

Field/Court Prep Fee: \_\_\_\_\_

Damage Fee: \_\_\_\_\_

**TOTAL FEES DUE:** \$ \_\_\_\_\_

Special Conditions Imposed by the City of Williamsburg: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This authorizes the above organization to use the Quarterpath Park or Kiwanis Park fields and/or courts as indicated. The applicant should carry this form in person during said activity.

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)



# WILLIAMSBURG PARKS & RECREATION

## QUARTERPATH PARK AND KIWANIS PARK

### RESERVATION POLICY AND RULES



202 Quarterpath Road, Williamsburg, VA 23185

### CONDITIONS OF USE

1. Parking must be in designated parking areas only. Parking is not allowed in fire lanes, driveways, or on grass.
2. The use of alcoholic beverages and/or illegal substances on City property is prohibited. Anyone caught using them is subject to arrest.
3. Smoking, vaping or use of tobacco products is prohibited on the playing fields, dugouts, bleachers or surrounding areas.
4. All trash, litter and debris must be collected and placed in the proper receptacles before leaving the field.
5. Amplification of any kind is prohibited.
6. All field maintenance will be performed by designated Parks & Recreation staff.
7. Promotional materials, advertising materials, and decorations must not list the Parks & Recreation Department as a co-sponsor and must be approved by the Deputy Director of Parks & Recreation prior to posting.
8. No person shall, without permit, display or offer for sale any article or thing, nor shall solicit contributions for any purpose whether public or private. Vending/concession requests must be made in writing to the Deputy Director of Parks & Recreation and require a non-refundable \$25 application fee. Additional information such as certificate of insurance, business license, and health department may be required.
9. Properly-permitted non-government groups may charge fees for entry or selling items with prior approval from the Deputy Director of Parks & Recreation. Proof of business license may be required.
10. No admission shall be charged.
11. Applicant is responsible for enforcing law and order or obtaining at his/her expense the aid of a Williamsburg Police Officer to do so.
12. Applicant is responsible for all damages to any city property occurring during use. Damages will be assessed by the Parks & Recreation Department and charged to the applicant.

### Disclaimers:

1. The Parks and Recreation Department is not responsible for property placed in or on the premises.
2. The Parks and Recreation Department reserves the right to deny applicants, cancel approved reservation dates for unforeseen circumstances such as inclement weather or electrical outages, and request police security by the Williamsburg Police Department.
3. For those events so designated by the Parks and Recreation Department, a uniformed police officer from the Williamsburg Police Department will be required to provide security. Officers will be provided at the applicant's expense.
4. The Parks and Recreation Department reserves the right to remove from the premises any person or persons failing to abide by facility rules, including disorderly conduct and inappropriate behavior.
5. Applicants failing to abide by facility rules shall be prohibited from applying for future use for a period of at least one year.
6. The Williamsburg Parks and Recreation Department and the City of Williamsburg will not be liable for accidents, injury or damages of users of the facility.
7. The City of Williamsburg does not discriminate on the basis of race, color, religion, sex, national origin, age, sexual orientation, or disability in employment or the provision of services.