



# Sports Facility Request Form and Agreement

## City of San Dimas Parks and Recreation Department

### Spring 2026

**PLEASE TYPE OR PRINT. Complete both pages of the application.**

PURPOSE OF USE REQUESTED: <input type="checkbox"/> League <input type="checkbox"/> Practice <input type="checkbox"/> Organized Game <input type="checkbox"/> Tournament <input type="checkbox"/> Pick-Up Game			
Organization Name/Team Name:		Team Manager/Coach/Responsible Person (Last, First, Middle):	
Street Address:		Street Address:	
City, State, Zip:		City, State, Zip:	
Phone Number:		Cell Phone:	
Email:		Email:	
FOR TEAMS/ORGANIZATIONS		FOR INDIVIDUALS	
Is your organization a 501(C)(3)? <i>(Documentation required)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Are you a San Dimas resident?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are your participants under 18 years of age?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Are you over 18 years of age?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are 51% of your participants San Dimas residents? <i>(Complete roster required)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Are you requesting more than one day of use? <i>(If yes, insurance required)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you a registered San Dimas Youth Organization? <i>(Documentation required)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<b>APPLICATION COMPLETION CHECKLIST:</b> <input type="checkbox"/> Application Completed & Signed <input type="checkbox"/> Proof of Non-Profit (Groups 3 & 4) <input type="checkbox"/> Certificate of Insurance <input type="checkbox"/> Roster w/ Addresses (Groups 3 & 5) <input type="checkbox"/> Code of Conduct <b>All documents must be submitted for application to be complete.</b>	
Is participation in your program based on a player's skill or ability to pay? <i>(ex. travel/club ball)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Admission or entry fee charged?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Proceeds used for:	

**\*Insurance required for more than one day of use and all, tournaments, leagues, and organized games.**

**\*Dormancy periods & fees are subject to change, see Fields Allocation Policy manual for more details.**

**\*Fields will be CLOSED: February 16th (Presidents' Day), April 5th (Easter), May 25th (Memorial Day)**

**PLEASE READ AND UNDERSTAND CAREFULLY**

I have read the rules and regulations in the **Field Allocation Policy Manual** pertaining to the facility use and will be responsible for their enforcement. I certify that I/we shall be personally responsible on behalf of our organization for any damage or unnecessary abuse of any of the facilities, ground or equipment, and that I/we assume all liability for damage to or theft of City property which is made available to us, and hold the City of San Dimas, Bonita Unified School District, and its employees, agents and representatives free and blameless for any injuries, damages, or suffering which we, I or members of our group or invited guests, might sustain from using the facilities, equipment or services.

**Initial:**

\_\_\_\_\_ I have received, read, and understand all policies and will abide by all policies in the Field Allocation Policy.

### Sports Fee Schedule

Rate Types	Group 1	Group 2	Group 3	Group 4	Group 5	Group 6
	Activities conducted and/or sponsored by the City of San Dimas.	Bonita Unified School District	1. Resident (the total number of members/participants is 51% or more San Dimas residents) 2. Non-Profit 3. Youth Focused Program/Team(s) <b>OR</b> Single Day use for Residents of San Dimas	1. Non-Resident (the total number of members/participants is less than 51% San Dimas residents) 2. Non-Profit 3. Youth Focused Program/Team(s) <b>OR</b> Single Day use for Non-Residents of San Dimas	1. Resident (the total number of members/participants is 51% or more San Dimas residents) 2. Youth Focused Program/Travel Team(s) <b>OR</b> Non-Profit Adult Leagues/Teams	All other non-resident uses or strictly commercial individuals or groups.
<b>Field Rentals</b>	No Charge	No Charge	\$30/hour	\$35/ hour per field	\$30/hour per field	\$55/hour per field
<b>With Lights</b>	No Charge	\$20/hr	\$20/hour	\$30/hour	\$20/hour	\$35/hour
<b>Facility Deposit</b>	No Charge	No Charge	No Charge	\$200 per event	\$200 per event	\$200 per event
<b>Tournament</b>	No Charge	No Charge	No Charge	\$350 per event	\$400 per event	\$400 per event
<b>Field Prep</b>	No Charge	\$55/per field	\$75/per field	\$65/per field	\$65/per field	\$80/per field
<b>Cancellation</b>	No Charge	No Charge	\$10/per date	\$10/per date	\$10/per date	\$10/per date
<b>Processing Fee (Adding Dates)</b>	No Charge	No Charge	\$25/per request	\$25/per request	\$25/per request	\$40/per request

	PRACTICES				TOURNAMENTS/LEAGUES			
	RESIDENTS		NON-RESIDENTS		RESIDENTS		NON-RESIDENTS	
	Day	w/Lights	Day	w/Lights	Day	w/Lights	Day	w/Lights
<b>Tennis Courts</b>	\$8/hr/crt	\$8/hr/crt	\$10/hr/crt	\$10/hr/crt	\$10/hr/crt	\$10/hr/crt	\$15/hr/crt	\$15/hr/crt
<b>Basketball Courts (Outdoor)</b>	\$8/hr/crt	NA	\$10/hr/crt	NA	\$10/hr/crt	NA	\$15/hr/crt	NA

FIELD/COURT	START DATE <i>February 2026</i>	END DATE <i>May 2026</i>	DAYS (M, T, W, TH, F, SAT, SUN)	START TIME	END TIME (2 hours min)	EQUIPMENT (Optional)
<input type="checkbox"/> Splex NW Softball (after 5:30pm)						<input type="checkbox"/> Field Prep <input type="checkbox"/> Bases
<input type="checkbox"/> Splex SW Softball (after 5:30pm)						<input type="checkbox"/> Field Prep <input type="checkbox"/> Bases
<input type="checkbox"/> Splex SE Baseball (after 5:30pm)						<input type="checkbox"/> Field Prep <input type="checkbox"/> Bases
<input type="checkbox"/> Splex JV Baseball (after 5:30pm)						<input type="checkbox"/> Field Prep <input type="checkbox"/> Bases
<input type="checkbox"/> Splex V Baseball (after 5:30pm)						<input type="checkbox"/> Field Prep <input type="checkbox"/> Bases
<input type="checkbox"/> Splex S Soccer (after 5:30pm)						<input type="checkbox"/> Field Prep <input type="checkbox"/> Bases
<input type="checkbox"/> Splex Misc. Field (after 5:30pm)						
<input type="checkbox"/> Splex Basketball Court # after 5:30pm)						
<input type="checkbox"/> Splex Tennis Court # after 5:30pm)						
<input type="checkbox"/> Marchant S Baseball (no lights)						<input type="checkbox"/> Bases
<input type="checkbox"/> Marchant N Baseball (no lights)						<input type="checkbox"/> Bases
<input type="checkbox"/> Marchant Misc. Field (no lights)						
<input type="checkbox"/> Marchant Basketball Court (no lights)						
<input type="checkbox"/> Lone Hill Softball (no lights)						<input type="checkbox"/> Bases
<input type="checkbox"/> Lone Hill Tennis Court #						
<input type="checkbox"/> Pioneer Baseball (no lights)						<input type="checkbox"/> Bases
<input type="checkbox"/> Pioneer Basketball Court (no lights)						
<input type="checkbox"/> Pioneer Tennis Court						
<input type="checkbox"/> Horsethief E Soccer						
<input type="checkbox"/> Horsethief Multi-Purpose						

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

OFFICE USE ONLY		
ACCEPTED BY: DATE:	INSURANCE/ENDORSEMENT SUBMITTED: <input type="checkbox"/> Yes <input type="checkbox"/> No DATE: STAFF:	APPLICATION APPROVED BY: DATE:
DOCUMENT CHECK LIST APPROVED <input type="checkbox"/> Yes <input type="checkbox"/> No	TYPE OF GROUP:	NOTE:
INPUT INTO CIVIC REC STAFF: DATE:	EQUIPMENT FIELD NEEDS STAFF ASSIGNED: DATE:	TOTAL FEES CHARGED: \$ PAYMENT PLAN: <input type="checkbox"/> Yes <input type="checkbox"/> No