



League Practice Request

5 business days notice are required for practice requests

League: _____ Team Name: _____

Age Group: _____ Coach Name: _____

Phone Number: _____ Email: _____

Practice Date or Day Requested: _____

Location: _____ Time (Please circle one):

1st Choice: _____ 5:30 – 6:30 PM

2nd Choice: _____ 6:30 – 7:30 PM

3rd Choice: _____ 7:30 – 8:30 PM (or 9:00 PM)

Extra Facility Setup/comments: _____
(Lights, pitching mound, etc.)

By signing below, applicant understands and will advise all participants that Shawnee County is subject to the Kansas Tort Claims Act, which substantially limits any liability of the County or any subdivision thereof in the event of any injury or accident. This event is to be considered a recreational use of a public facility and any liability would be determined in keeping with Kansas law as it relates to such use. In the event any such liability was found, Applicant agrees to hold harmless, indemnify and otherwise repay County for any expenses arising out of such event and any legal action or settlement relating to the same.

Applicant has read and understood the field/facility rental information provided as well as the rights and responsibilities of Shawnee County and the applicant for the facility rental.

Signature: _____ Date: _____

Athletics Office Use Only:

Date request received: ___ / ___ / ___ Entered into Quickscores: Yes No

Confirmation sent: ___ / ___ / ___ Email Quickscores

Approved by: _____

Shawnee County Parks + Recreation provides the following:

- **Athletics staff will prioritize games, tournaments, and rentals above practices. Athletics staff reserves the right to reschedule or cancel practices if they conflict with games, tournaments, or rentals.**
- Athletics staff will be in contact within 72 hours to confirm details and approval of the request.
- Field preparation at the start of reservation (manicured diamonds, bases and pitcher’s plate at specified distances, marked infields, clean site, free parking, restroom or portable toilet access).
- In the event of inclement weather, we coordinate with Shawnee County Emergency Management to help make decisions. The hotline (785-251-6940) will be updated by 4:00 PM each day. After 4:00 PM site supervisors will make the play/no play decision at each location.
- Use of diamonds and/or facilities during park hours only.

Reservation contact provides the following for the reservation:

- Teams will continue to follow the sportsmanship policy while at practice.
- Litter control on fields, spectator areas, dugouts, parking lots and facilities; vehicles allowed only in parking lots.
- Do not place any substance(s) onto playing surfaces in order to alter the playing surface.
- Field and facility guidelines may or may not apply such as prohibiting steel spikes. No metal spikes on the artificial turf.
- Equipment and premises must be returned in the manner in which it was found.
- Additional facility and/or field preparation and cleaning are the responsibility of the rentee.
- Facilities are tobacco free. This includes all forms of vaping and e-cigarettes.
- Groups will be allowed usage only of the specific room(s)/field(s) reserved and the restrooms. Access to other areas of the rental facility is prohibited.
- No alcoholic beverages including beer are allowed on county parkland property as outlined in HR-84-10. The Shawnee County Park Police may ticket violators. Shawnee County Parks and Recreation reserves the right to cancel the reservation for violating this code.
- Damages incurred during reservation will result in additional fee assessed.
- Adequate adult supervision is required whenever members are under 18 years of age.

Available Fields		
Felker Park	Diamonds #1-4	2540 SW Gage Blvd
Dornwood Park	Diamonds #1-3,B,C,D	2815 SE 25 th St
Envista Softball Complex	Diamonds #1-4, A, B	3512 SE Leisure Ln
Shawnee North Park	Diamonds #1-4	300 NE 43rd St
Crestview Park	Diamond #1	4801 SW Shunga Dr
Santa Fe Park	Diamonds #1-2	1301 NE River Rd
Oakland/Billard Park	Pony, Colt, Mustang Fields	801 NE Poplar St
Shawnee South Park	Diamonds #1-2	6715 SW Westview Rd
Bettis Family Sports Complex	Jerry Robertson	3025 SE Croco Road
	Parrish Family Field	
	Pee Wee #1	
	Pee Wee #2	
	Harold North Field	
	Jim Parrish Field	