



GARLAND

TEXAS MADE HERE

SPORTS FIELDS RESERVATION RULES

- Advance requests for reservations shall be accepted for up to thirty (30) days from date of inquiry.
- All reserved facilities shall be used for recreation and not-for-profit. Admission fees for spectators and/or participants at the reserved facility will not be allowed without PRCAD approval.
- Fields rent for \$20 per hour, Monday through Friday from 6 to 9 p.m. and Saturday & Sunday from 8 a.m. to 9 p.m.
- Monday through Thursday reservations made after 1:30 p.m. for the same day or Friday after 1:30 p.m. for the weekend sports field use are not guaranteed to have lights.
- Full payment and a signed rental permit are required at the time of booking.
- Cancellation and Reschedule Policy: If lessee wishes to cancel, the reservation form must be signed indicating desire to cancel and must be received at least one week in advance of scheduled use date, and a refund in the amount of 75% will be made. If cancellation notice is given less than one week, all rental fees will be forfeited. If the Parks, Recreation and Cultural Arts Department initiates cancellation due to facility maintenance, flooding, park conditions, staff will attempt to secure an alternate site (if available). If unable to do so, lessee may reschedule or receive a full refund. No refunds for unused reservations will be issued. Cancellations for inclement weather may be rescheduled on a space available basis. You must notify the Parks, Recreation and Cultural Arts Department within two (2) business days to reschedule your inclement weather cancellation.
- Advance reservations may be made online at PlayGarland.com or over the phone with a credit card or in person at a Garland recreation center with cash, check or a credit card.
- To report problems with lights after hours, please call Water Dispatch at 972-205-3210.
- It is the responsibility of each team to check condition of field. The PRCAD sports office will not have this information.
- Portable restrooms units will only be available at reservation sites from April to July.
- Have your permit and receipt with you should it be requested for validation.
- Reservation information is available through any Garland Recreation Center, by calling 972-205-2750 or by accessing the Parks, Recreation and Cultural Arts Department web site, GarlandParks.com.