

City of Alexandria
Recreation, Parks and Cultural Activities – Sports Section
Lee Center, 1108 Jefferson Street, Alexandria, Virginia 22314
Phone: 703.746.5402 Fax: 703.838.5031
Web Site: www.alexandriava.gov/recreation

ATHLETIC FIELD AND OUTDOOR COURT REQUEST FORM

This Field and Outdoor Court application must be submitted to the Department of Recreation, Parks and Cultural Activities – Sports Offices (Youth & Adult) ***no less than fifteen (15) calendar days before the date of request use.*** A separate form must be submitted for each sport/activity with a detailed list of locations(s), dates, and times. Fax or e-mail completed applications for the Sports Section to mac.slover@alexandriava.gov or marvin.elliott@alexandriava.gov or by mail to the attention of Athletic Field/Court Permit Request at the above address.

Applicant Name _____ Email _____

Address _____
(Include City and Zip Code)

Home Phone _____ Work Phone _____

League/Organization Name _____ Sport/Activity _____

E-Mail or Web Site _____

League/Organization Address _____
(Include City and Zip Code)

League/Organization Phone _____ Fax _____

Requested For (Check one only):

League Requires _____ # of teams in League Group Requires _____ estimated # of Participants on Field/Court

Name of Field Requested _____

Requested Date(s) and Day(s) of the Week _____

Requested Field Time Period _____

- Fees may be assessed based upon request.
- These include fees for all *field rentals, field user fee, non-residents, camps, clinics, staff cost and field lights.*
- Damage that occurs to field or court during the rental period will be assessed further fees.

Choose all that Apply:

Type of Activity: ___ Practice ___ Game ___ Tournament Other(Specify) _____

Leagues Only:

#Participants Per Season _____ #City of Alexandria Residents _____ # of Non-Alexandria Residents _____

Requestor's Signature _____

Date _____

____ Approved ___ Disapproved Total Fee Charged _____

Field Coordinator's Signature _____

Date _____