



*Eau Claire Parks & Recreation  
Athletic Facility Rental Reservation Form*

**\*Form must be filled out completely or it will not be accepted for reservation\***

**\*Refer to Athletic Facilities Policies & Procedures Manual for Facility Info\***

### CONTACT INFORMATION

Organization Name:	
Contact Name:	Contact Email:
Address:	City/State/Zip:
Home Phone:	Cell Phone:

### SPORT EVENT TYPE/LOCATION OF EVENT

Carson Park Football Stadium  
 Carson Park Baseball Stadium  
 Carson Park Gelein/Hobbs Softball Field  
     Specify: (**Ex: Gelein Softball**) \_\_\_\_\_  
 Baseball/Softball Field – Bollinger, Fairfax, Jeffers, Kessler, Mt. Simon, Newell, Zephyr  
     Specify: (**Ex: Fairfax Park**) \_\_\_\_\_  
 Multi-Purpose/Soccer Field – Soccer Park, Bollinger  
     Specify: (**Ex: Soccer Park Field 3B**) \_\_\_\_\_

### EVENT INFORMATION

1. Event Name:	
2. Field/Facility Requested By:	
3. Date of Event:	
4. Arrival Time:	Time Range of Event (start and end):
5. Football (Full or Limited Service?):	Baseball Single or DH Game?:

## RENTAL FEES AND CHARGES

Carson Park Football Field	<input type="checkbox"/> \$265/hour x # of hours ____ = ____ <input type="checkbox"/> \$1,860/day (8 hours or more)				
Carson Baseball <ul style="list-style-type: none"> <li>Full field preparation for 1<sup>st</sup> or Single Game (3 Game Max)</li> <li>No Maintenance between games unless requested</li> </ul>	<input type="checkbox"/> \$175/Single <input type="checkbox"/> \$261/Double Header <input type="checkbox"/> \$175/Prep Between Game 2 & 3				
Carson Baseball <ul style="list-style-type: none"> <li>Non-Baseball Special Event and Other Users</li> </ul>	<input type="checkbox"/> \$265/hour x # of hours ____ = ____ <input type="checkbox"/> \$1,860/day (8 hours or more)				
Carson Softball (Hobbs/Gelein) <ul style="list-style-type: none"> <li>Per field, Per prep (minimum every 3 games)</li> </ul>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"><b><u>Weekdays</u></b></td> <td style="width: 50%; border: none;"><b><u>Weekends</u></b></td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> \$95 x # of fields ____ = ____</td> <td style="border: none;"><input type="checkbox"/> \$146 x # of fields ____ = ____</td> </tr> </table>	<b><u>Weekdays</u></b>	<b><u>Weekends</u></b>	<input type="checkbox"/> \$95 x # of fields ____ = ____	<input type="checkbox"/> \$146 x # of fields ____ = ____
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Baseball/Softball Field Prep <ul style="list-style-type: none"> <li>Bollinger, Fairfax, Jeffers, Kessler, Mt. Simon, Newell, Zephyr</li> <li>Per field, Per prep (minimum every 3 games)</li> </ul>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"><b><u>Weekdays</u></b></td> <td style="width: 50%; border: none;"><b><u>Weekends</u></b></td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> \$80 x # of fields ____ = ____</td> <td style="border: none;"><input type="checkbox"/> \$112 x # of fields ____ = ____</td> </tr> </table>	<b><u>Weekdays</u></b>	<b><u>Weekends</u></b>	<input type="checkbox"/> \$80 x # of fields ____ = ____	<input type="checkbox"/> \$112 x # of fields ____ = ____
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Soccer/Football Multi-Purpose Field Reservation <ul style="list-style-type: none"> <li>Soccer Park Fields 1-9, Bollinger Fields 1, 3, 4, 5</li> </ul>	<input type="checkbox"/> \$90/ Field per date				
Soccer/Football Multi-Purpose Field Prep <ul style="list-style-type: none"> <li>Layout and Initial Lining</li> </ul>	<input type="checkbox"/> \$225 Soccer x # of fields ____ = ____ <input type="checkbox"/> \$325 Football				

## ADDITIONAL NOTES/REQUESTS (Keys, Lights, Scoreboard, etc.)

## PAYMENT INFORMATION (Must be paid in full at time of reservation)

<b>TOTAL DUE:</b>		
<input type="checkbox"/> Discover	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Visa
<input type="checkbox"/> American Express		
Card #:	Expiration Date:	CVC Code:
Cardholder Signature:		Date:

**Please submit form with payment information to [athleticfieldscheduling@eauclairewi.gov](mailto:athleticfieldscheduling@eauclairewi.gov).**

915 Menomonie Street Eau Claire, WI 54703 Phone: 715-839-5032