



# CITY OF INGLEWOOD

Parks, Recreation and Community Services



## Baseball Field Reservations

Thank you for your interest in reserving a baseball field at our parks! Baseball fields are available at Darby, Edward Vincent and Rogers Park. As you can imagine, we receive numerous requests annually for field usage – more than we can accommodate. Our goal is to serve as many groups as possible. In order to better serve the community, we have put together an annual calendar that outlines dates and deadlines when the department will accept applications for use of baseball fields. Please mark your calendars, as reminders will not be sent out. Also, keep in mind that reservations are granted on a quarterly basis and are for a 3-month period only. **Field demands change from season to season, as such on-going usage is NOT guaranteed.**

User groups wishing to be considered must complete and submit **ALL** of the documents listed on the Baseball Field Checklist. All documents must be received by the deadline. Please be advised that applications are only accepted via email. No in-person applications will be accepted. Please note that only applicants who submit a complete packet with **ALL** the requested documents will be considered. **Current user groups must resubmit paperwork every quarter. This includes all of the documents listed on the Baseball Field Checklist. No exceptions!**

Quarter	2021 Dates	Paperwork Due by	Notified on or before
1	January, February and March	November 13, 2020	December 1, 2020
2	April, May and June	February 12, 2021	March 1, 2021
3	July, August and September	May 14, 2021	June 1, 2021
4	October, November and December	August 13, 2021	September 1, 2021

Quarter	2022 Dates	Paperwork Due by	Notified on or before
1	January, February and March	November 12, 2021	December 6, 2021
2	April, May and June	February 11, 2022	March 1, 2022
3	July, August and September	May 13, 2022	June 6, 2022
4	October, November and December	August 12, 2022	September 6, 2022

### Important reminders

- Reservations are for a 3-month period only. On-going usage is NOT guaranteed.
- Applications are only accepted via email. No in-person applications will be accepted.
- Once your Facility Reservation Request form has been submitted, changes cannot be made.
- All groups must submit separate requests for Youth and Adults.
- Applications that are incomplete or do not have all the requested documents, will not be considered.

All application packets must be submitted via email. Please see the Baseball Field Checklist for park contact information and submission details.