



**CITY OF TAUNTON**  
MASSACHUSETTS

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**PARKS, CEMETERIES & PUBLIC GROUNDS**

**Marilyn A. Greene**  
*Commissioner*

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**FIELD RESERVATION POLICIES -2008**

The following policies apply to all city owned fields and school athletic fields:

1. Permission to begin play in the spring will be announced JOINTLY by the Commissioner of Parks, Cemeteries & Public Grounds and the School Department Athletic Director. It is tentatively set as April 1 (City owned fields) and June 1 (School Department facilities) weather permitting each year.
2. To request use of a field for practices and games, you must fill out and return a field request form to the department. Requests will be accepted prior to each season. After that date, requests will be honored on a first come, first serve basis, as space allows.
3. Specific fields will not be scheduled 100% of the time. Down time will be scheduled each season to rehabilitate the fields
4. The City of Taunton will only accept requests for permits from Taunton sports organizations. It will be considered a Taunton sports organization, if 80% of the team roster are city residents as well as board members. (See attached Field Priority for Field Reservations - YELLOW SHEET)
5. Sports organizations using the field must submit a yearly copy of their current board members, bylaws, participant fee schedules and registration forms.
6. In order to minimize the city's liability exposure, any athletic league that uses city owned property is required to provide a certificate of Insurance showing the City of Taunton as an "ADDITIONAL INSURED" on their liability insurance. It

is no longer adequate to have a Certificate of Insurance listing the city as a "Certificate Holder"

7. Proof of non-profit status must be provided when requested.
8. The use of the fields for personal profit is prohibited.
9. Special events such as road races, tournaments, concerts etc. require special permission from the Parks, Cemeteries & Public Grounds Commission. Such events may also require a fee for additional staff or service depending on the event.
10. Use of the field or facility in a previous season doesn't guarantee use of field or facility in the current year.
11. A group with a permit in hand has priority over a group without a permit.
12. The commission and/or commissioner must approve any changes, equipment, and/or improvements to a field or surrounding area.
13. Fields **WILL NOT** be blocked scheduled. Groups must account for each hour they request.
14. Field request forms will be sent to all past year users and will also be announced on local cable (Channel 17) and in the newspaper to allow proper notification for all groups.
15. You may not give your permitted time to another group. All changes must be done through the Parks, Cemeteries & Public Grounds Department as well as the School Department Athletic Director. (Public School facilities)
16. Field Rates - See Schedule of Charges (Pink Sheet)