



December 19, 2016

Dear Coach,

Even though we are in the middle of winter, I am sure that spring baseball is on your mind. Beginning in the 2003 baseball/softball season, we assigned Des Peres fields through a lottery system. The lottery system has been a success and we will be utilizing the lottery system again for the 2017 baseball/softball season.

We will be hosting two lotteries. The first lottery, Lottery A is for teams with 50% or more Des Peres Residents. The second lottery, Lottery B, is for teams with less than 50% Des Peres Residents on their team. Included in this packet is a great deal of information and details explaining each lottery's procedures, a timeline so you don't miss any deadlines, and your application to be included in the lottery for a season field permit.

Lottery applications and rosters will be due to The Lodge Des Peres office by 6:00 p.m. on February 12, 2017. Please be sure that these packets get returned to my attention. Both lotteries will be held on Tuesday, February 21, 2017 at 6:00 p.m. at The Lodge. We will host Lottery A and then we will host Lottery B immediately following Lottery A. After both lotteries are complete, teams may then sign up for any additional open field times. Permits will begin on April 10 and continue through July 30, 2017.

Please do not hesitate to contact me with additional questions.

Sincerely,

Corey Newgent
Sports Supervisor
City of Des Peres
1050 Des Peres Road
Des Peres, Missouri 63131
314-835-6166 Office
314-835-6151 Fax
cnewgent@desperesmo.org
www.TheLodgeDesPeres.com

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**APPLICATION FOR CITY OF DES PERES
BALL FIELD SEASON PERMIT
SPRING, 2017**

R/NR

#

Coach Information:

Name: _____

Address: _____

City & Zip Code: _____

E-MAIL: _____ FAX: _____

Daytime Phone: (_____)_____ Evening Phone: (_____)_____

Requested Date & Time: _____ *(Individual non-season rentals only, reservation is not guaranteed until contacted by Corey Newgent and payment is received in full.)*

Team Information:

Sponsor/Association/League: _____

Team Age Group: _____ Gender: _____

Resident Team Season Permit: \$300; Non-Resident Team Season Permit \$500

See Reverse for Terms and Conditions

By signing below, I have read and agree to the Des Peres Baseball Field Rental Terms and Conditions outlined in this agreement:

Applicant Signature

Date

****ATTACH ROSTER****

Office Use Only

LOTTERY: Resident (A) Non-Resident (B) After Deadline _____

ASSIGNMENT: Field Slot #: _____

PAYMENT: Fee: \$ _____ Cash Check # _____

M/C # _____ Exp. _____

Visa # _____ Exp. _____

Disc # _____ Exp. _____

LOTTERY A PROCEDURES

1. Only teams with 50% or more Residents on their team are eligible for Lottery A.
2. Applications and rosters must be received by the deadline, **February 12, 2017 at 6 p.m.**, to be included in Lottery A. **Late applications will be handled on a first come, first served basis after Lottery A and B.**
3. Each team may submit only one application for one season permit. If there are any fields available after Lottery B is completed, teams may apply for another permit.
4. Each application will be assigned a number upon receipt.
5. Numbers will be randomly drawn for field selection on **Tuesday, February 21, 2017 beginning at 6 p.m.**
6. The first number drawn will have the first selection of available field time. Once a time slot is chosen, another number will be drawn. This will continue until all applications have been drawn.
7. After all applications have been drawn and field time selected, the schedule is complete.
8. Coaches may trade time slots among themselves prior to paying the permit fee. Field rules and policies still apply to all changes. Department staff must approve all changes.
9. To complete the lottery, all coaches must pay the permit fee. Selected field time and Temporary permits are not valid until payment is received.
10. Permits will not be sent until your Official League Rosters have been received by **March 31, 2017.**
11. Once your Official Roster is validated, you will receive an Official Field Permit via e-mail for April 10 – July 30, 2017.

After reviewing your Official League Roster, any discrepancies that would have changed the lottery and/or your team definition (resident vs. non-resident) will result in forfeiture of the team's field time and permit fee.

LOTTERY B PROCEDURES

1. Teams with less than 50% Residents are eligible for Lottery B.
2. Applications and rosters must be received by the deadline, **February 12, 2017 at 6 p.m.**, to be included in Lottery B. **Late applications will be handled on a first come, first served basis after Lottery A and B.**
3. Each team may submit only one application for one season permit. If there are any fields available after Lottery B is completed, teams may apply for another permit.
4. Applications will be selected on **Tuesday, February 21, 2017 at 6 p.m. at The Lodge** according to the number of Residents on a team. The team with the most Residents will receive first selection, and so on. This lottery will occur immediately following the resident lottery which is held at 6 p.m. that night.
5. Teams with exactly the same number of Residents per team will be randomly drawn at the appropriate time to choose their field time.
6. After all applications have been drawn and field time selected, the schedule is complete.
7. Coaches may trade time slots among themselves prior to paying the permit fee. Field rules and policies still apply to all changes. Department staff must approve all changes.
8. To complete the lottery, all coaches must pay the permit fee. Selected field time and Temporary permits are not valid until payment is received.
9. Permits will not be sent until your Official League Rosters have been received by **March 31, 2017.**
10. Once your Official Roster is validated, you will receive an Official Field Permit via e-mail for April 10 – July 30, 2017.

After reviewing your Official League Roster, any discrepancies that would have changed the lottery and/or your team definition (resident vs. non-resident) will result in forfeiture of the team's field time and permit fee.



DES PERES BASEBALL/SOFTBALL FIELD TERMS AND CONDITIONS

- Des Peres Park field use is restricted to baseball players 13 and under or the age at which the bases are further than 75 feet apart.
- Des Peres Park may be used for baseball/softball games or practices
- Pioneer & Sugar Creek Parks are restricted to age 10 and under, and for baseball and softball practice only.
- Only 30 players/coaches are permitted on the field at one time.
- Please bring your own equipment - bases and field lining are not provided.
- Please bring your permit during field use as it may be requested as proof of rental time.
- In case of inclement weather, please call 314.835.6138 or visit our website at www.TheLodgeDesPeres.com.
- Call the weather hotline after 3 p.m. on weekdays, after 7 a.m. on Saturdays, and after 9 a.m. on Sundays.
If the fields are unplayable, you must cancel practice for the day and not use the fields.
- No refunds will be given for cancelled fields due to weather.
- Reservations are not final until all fees are paid in full.
- There is a \$200 cancellation fee on any fields returned after the lottery.
- City programs have priority over field rentals.
- There is no private enterprise on public property (i.e. selling concessions, running clinics or camps, etc.)
- Please clean up all trash after your team uses the field.
- Please use the parking lot, do not park on neighborhood streets.
- Vehicles are not allowed on the park pathways.
- Facilities are available to people of all abilities. Renter may not exclude anyone from participation or subject anyone to discrimination based on race, religion, color, national origin or disability.
- If there are any problems regarding your field rental, please contact the Sports Supervisor.
- Failure to abide by facility rules or permit conditions may result in cancellation of the permit without refund.
- To reach Des Peres Public Safety/Police during non-office hours, contact 314.835.6200 with permit issues.

Corey Newgent
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Des Peres, Missouri 63131
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