



May 11, 2020

Dear Soccer Director,

Soccer season is just around the corner. We will be using a field lottery system to allocate fields again this year.

Just to refresh the changes effective 2015, St. Clement of Rome, St. Paul's Lutheran and St. Gerard Majella are designated as Resident organizations. This will benefit St. Clement, St. Paul's and St. Gerard in two ways: your organization will be able to reserve all of your season permits at the Resident rate of \$330 and you will no longer need to submit/resubmit rosters for verification. No more rosters: you will only need to submit field permit applications!

There will also be a \$25 fee for each field permit application submitted. You can only submit one field request per application. The application fee will be deducted from the cost of each field reservation that is made during the lottery. The application fee will be forfeited for any unused applications submitted for the lottery. The purpose of the fee is to deter any organization from submitting more applications than they need, thereby giving them an advantage in the lottery.

As we have in the past, we will host two lotteries. The first lottery, Lottery A, will include approved Resident organizations and 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.

Please review the remainder of this packet as it contains a great deal of information regarding the lottery 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, where applicable) will be due to The Lodge Des Peres office by 6:00 p.m. on Sunday, July 19, 2020. Please be sure that these packets get returned to my attention. Both lotteries will be held on Tuesday, July 21, 2020 at 5:30 p.m. at The Lodge. We will host Lottery A followed immediately by Lottery B. After both lotteries are complete, teams may sign up for any additional open field times. Permits will begin on August 10 and continue through November 08, 2020.

Please do not hesitate to contact me with additional questions.

Sincerely,

Kristen Copeland
Facility Specialist
City of Des Peres
1050 Des Peres Road
Des Peres, Missouri 63131
314-835-6168 Office; 314-835-6151 Fax
kcopeland@desperesmo.org
www.TheLodgeDesPeres.com



1050 Des Peres Road
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314-835-6150 Phone
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City of Des Peres Soccer Field Season Permit Application

Coach Information:

Name: _____

Address: _____

City & Zip Code: _____

E-MAIL: _____ FAX: _____

Day Phone: (_____) _____ Evening Phone: (_____) _____

Team Information:

Association/League: _____

Team Age/Grade: _____ Gender: _____

Resident Organization Application Fee \$25 (due when Application is submitted)

(Application Fee will be credited toward the Season Permit Fee, if the Season Permit is confirmed)

Resident Team Season Permit \$330 / Non-Resident Team Season Permit \$550

See Reverse for Terms and Conditions

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

Applicant Signature

Date

Office Use Only

ASSIGNMENT: Field Slot #: _____

PAYMENT: Fee: \$ _____ Cash Check # _____

M/C # _____ Exp. _____ CVV # _____

Visa # _____ Exp. _____ CVV# _____

Disc # _____ Exp. _____ CVV# _____

DES PERES SOCCER FIELD TERMS AND CONDITIONS

- St. Clement of Rome, St. Paul's Lutheran and St. Gerard Majella are classified as Des Peres Resident organizations and therefore receive the Resident field permit rate.
- There is a \$25 fee for each Resident organization field permit application submitted.
- You can only submit one field request per application.
- The \$25 application fee will be deducted from the cost of each field reservation that is made during the lottery.
- The \$25 application fee will be forfeited for any unused applications submitted for the lottery.
- Field permit applications submitted by individuals or Non-Resident organizations will not be assessed an application fee.
- Field permit applications submitted by an individual or Non-Resident organization requesting the Resident rate for a season permit are required to submit a team roster with player names and addresses. The roster will be reviewed by Des Peres Parks and Recreation staff to determine if the team qualifies for the Resident season permit rate. A Resident team is defined as a roster that includes at least 50% of Des Peres Resident players.
- A Resident season permit is \$330 per team.
- A Non-Resident season permit is \$550 per team.
- 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 is complete.
- The sale/use of any Resident organization field space to/by a third party is strictly prohibited. If field space is used by an organization without a Des Peres field permit, with the exception of permitted organization-related games, the field space will be forfeited without refund.
- There is no private enterprise on public property (i.e. selling concessions, running clinics or camps, etc.).
- Please bring your permit during field use as it may be requested as proof of rental time.
- Field availability is based on City of Des Peres programming needs.
- In case of inclement weather, visit our website at www.TheLodgeDesPeres.com.
- Check the weather information page after 3 p.m. on weekdays and 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.

- Please bring your own equipment – goal nets and field lining are not provided.
- 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.
- Des Peres Park may be used for soccer games or practices. Both fields are 100 yards long by 55 yards wide.
- Sugar Creek Park (70 yards long by 30 yards wide) and Pioneer Park (70 yards long by 30 yards wide) are restricted to soccer practice only.
- Only 30 players, including coaches, are permitted on the field at one time.
- If there are any problems regarding your field rental, please contact the Facility Specialist at 314-835-6168.
- 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.

Kristen Copeland

Facility Specialist

City of Des Peres

1050 Des Peres Road, Des Peres, MO 63131

314-835-6168 Office / 314-835-6151 Fax

kcopeland@desperesmo.org

www.TheLodgeDesPeres.com

LOTTERY 'A' PROCEDURES

1. Only approved Resident organizations and teams with 50% or more Des Peres Residents on their team are eligible for Lottery A.
2. **Applications and rosters must be received by the deadline, July 19, 2020 at 6:00 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 one application for a season permit. If there are any fields available after Lottery B is completed, teams may apply for another permit.
4. Names will be randomly drawn for field selection at the lottery on **Tuesday, July 21, 2020, beginning at 5:30 p.m.**
5. The first name drawn will have the first selection of available field time. Once a time slot is chosen, another name will be drawn. This will continue until all applications have been drawn.
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. The sale/use of any Resident organization field space to/by a third party is strictly prohibited. If field space is used by an organization without a Des Peres field permit, with the exception of permitted organization-related games, the field space will be forfeited without refund.
9. At the end of the lottery, all coaches must pay the season permit fee. Selected field times are not valid until payment is received.
10. Permits will be sent via email two weeks prior to the beginning of the rental season.
11. After reviewing all Official League Rosters submitted by Non-Resident individuals or organizations, any discrepancies that would have changed the lottery and/or your team definition (from Resident to Non-Resident) will result in forfeiture of the team's field time and permit fee.