



City of Scottsdale  
 Parks & Recreation Division  
 Scottsdale Sports Complex  
 8081 E. Princess Drive  
 Scottsdale, AZ 85255  
 Phone: (480) 312-7529 FAX: (480) 312-7525

## REQUEST FORM – NON TOURNAMENT

ORGANIZATION		RESPONSIBLE PARTY		
ADDRESS		CITY, STATE		ZIP
PHONE (HOME)		PHONE (ALTERNATE)	EMAIL	
EVENT / SPORT PLANNED		NO. PARTICIPANTS	YOUTH <input type="checkbox"/>	ADULT <input type="checkbox"/>
REQUESTED DATE(S)	REQUESTED FIELD(S)	REQUESTED HOURS		
		FROM:	TO:	
		FROM:	TO:	
		FROM:	TO:	

Will any apparatus or equipment be moved onto the sports fields? YES  NO   
 If YES, explain

Will beer be served? YES  NO   
 If YES, explain

Explain your Field Prep and equipment needs:

Other, please explain:

Explain your use of Concession/Merchandise/Vendors:

Other, please explain:

**I understand that this is a request for non-tournament use and I will be contacted to create a contract. If approved, the fees will be due in full 2 weeks after the contract has been finalized. Furthermore, I have read, understood, and agree to abide by the City of Scottsdale Use Regulations.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

For Official Use Only			
Date request received: _____	Staff: _____		
Approved: _____	Date: _____	Permit number: _____	