



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 – TOURNAMENT

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

Will your event include signs, banners, or decorations? YES NO
 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 tournament use and I will be contacted to create a contract. If approved, a 10% deposit will required to secure a reservation and the balance of the fees must be paid in full 45 days prior to the reservation date. 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: _____