CLARK COUNTY PARKS & RECREATION
SPORTS & ALLOCATIONS UNIT

Household #:
Permit #:

Field Allocation Weekly Usage Form

Name of Organization: _____

Organization Representative: _____

Contact Phone Number: ( ) _____ **EMAIL**: _____

ENTER ALL INFORMATION FOR FIELD USAGE REQUESTS IN THE TABLE BELOW

Facility/Complex	Field #	Day(s) of Week	Start Time	End Time	Start Date	End Date

NOTE: Submit this form weekly to Clark County Parks and Recreation Sports & Allocations Unit on the Thursday prior to the following weeks use (ex. Submit field schedule on Thursday, March 10th for Monday, March 14th – Sunday, March 21st). If no field schedule is submitted, you will be billed based on your initial request. Organizations will be billed based on the total hours of usage represented in the system for that billing period. Organizations will be billed monthly. Payment must be made within fifteen (15) days from the billing date on the issued invoice. Same day cancellations must be made by 10am via email. No exceptions will be made.

***Please fill out the form and send completed copy to our office's email or fax either by saving it to your desktop or printing and scanning it.**

Email: ccprsports@clarkcountynv.gov [redacted]

Signature _____ Date _____