



IMPORTANT INFORMATION FOR SPORTSFIELD USERS

EMERGENCY #

In the event that an **emergency** occurs after office hours (i.e. field lights not working), please call (905) 477-7000 to reach the Parks on-call personnel. Adjustments to invoices will not be considered if the on-call person is not notified. Other **non-emergency** maintenance concerns can be directed to the Customer Service - Maintenance Request Line (905) 415-7535, during regular office hours.

RAINDATES

The Parks Manager reserves the right to cancel any permit due to inclement weather. If there is one inch or more of rainfall on a field, permits may be suspended. Unless the Town suspends permits, there will be NO adjustments to invoices in case of rain. Please call the Sports field Line (905) 415-7509 for status of field conditions.

POLICY ENFORCEMENT

Teams playing under adverse weather or field conditions, misuse of sports fields, creating excessive noise and failing to leave the park after 11:00 p.m., vandalism of facilities, (including broken light boxes and or locks) consumption of alcohol without a Provincial Liquor License, driving or parking cars outside of designated areas during a permitted event will cause the Town to refuse further applications and possibly charge the team under the Municipal By-Law. All Permit Holders must pick up litter and garbage after each use of a field. **Please leave the site clean after each use; the Town may invoice permit holders for costs incurred for clean up.** Complaints may result in the temporary or permanent suspension of the permit.

KEYS

Light keys and equipment box keys are available at the Civic Centre – Sports field desk- (Unionville entrance). In the event keys are forgotten, and a parks staff is called to turn on the lights, the permitted group will be charged \$100.00 service fee. All keys must be returned to the Civic Centre at the end of the season.

LIQUOR LICENSES

Permit Holders must obtain authorization from the Director of Strategic Services before applying for a liquor license from the LCBO. Permit Holders are not allowed to sell food at any park without prior written consent from the Director. Any permitted users having alcoholic beverages at a park without authorization and a liquor license will have their permit suspended.

PAYMENT OPTIONS

Cash - at the Civic Centre Building - Unionville Entrance

Visa, MasterCard, Amex - "Payment Authorization Form", can be faxed to (905) 475 4710

Cheque - payable to "Town of Markham", must be received 30 days prior to booking. Ensure the permit/invoice number is written on the cheque. Any NSF cheque is subject to a \$31.00 charge