

## Sports Field & Court Application Form

### General Information

Refer to the "Sports Field Allocation Policy" [online](#) for complete information on the allocation process, priorities, etc. Bookable facilities are listed online at [sarnia.ca](http://sarnia.ca).

**Season of Play:** March 15 to November 30 (subject to weather/maintenance).

**Applications Due:** February 1, for equal consideration.

**Submit Your Application:** By email to [parksandrecreation@sarnia.ca](mailto:parksandrecreation@sarnia.ca), or in-person to the Strangway Community Centre (260 East St. N.) or City Hall (255 Christina St. N.)

### Applicant & Group Information

Organization/User Group Name: **Sarnia's Sports Club Corporation**

Primary Contact's Full Name: **Jane Doe**

Phone: **000-000-0000**

Email: **sportsclub@gmail.com**

Mailing Address: **123 Example St.**

City: **Sarnia**

Province: **ON**

Postal Code: **A0A0A0**

*Secondary Contact (Optional)*

(2<sup>nd</sup>) Full Name: **John Doe**

(2<sup>nd</sup>) Phone: **111-111-1111**

(2<sup>nd</sup>) Email: **johndoe@gmail.com**

### Activity Information

What activity are you planning?

- ☐ Grass or Turf Field (Class A or B)  
☒ Multi-Use Sports Court  
☐ Tournament/Sport Event  
☐ Other

Additional Details:

### General Liability Insurance

User groups are required to obtain and hold general liability insurance and provide a **Certificate of Insurance (COI)** of not less than \$2M liability that names the Corporation of the City of Sarnia as an additionally insured. COI's must cover the full term of their use and must be submitted prior to the start of the season.

- ☒ I, the applicant, will be submitting a Certificate of Insurance (COI) that meets the City's requirements.

### Signature

Signature: **(Enter Signature)**

Date: **(Date)**

## EXAMPLE FORM

### Allocation Requests (1)

**\*NOTE:** Please list each division and/or contract on a separate sheet.

Provide as much detail as possible in the below chart; be sure to specify which division (if applicable) and what day of the week the booking will repeat on if it's a recurring booking (Ex. Every Monday).

Refer to the website for an example of a completed application form.

**Contract Name or Division/Age Group:** **Sarnia Sports Club League**

**First Date of the Season:** **March 15, 2025**

**Last Date of the Season:** **November 30, 2025**

#### Regular Season

<b>Day of the Week</b> (Recurring Weekly), <b>or Individual Date(s)</b> (Not Recurring)	<b>Time(s)</b> (9am-10am, etc.)	<b>Facility</b> (GER 1, CLR 3, etc.)	<b>Comments/Notes</b> (Excluded Dates, extra set-up requests, game versus practice, etc.)
<b>Mondays</b>	<b>9am-10am</b>	<b>Germain 1-2</b>	<b>Excluding April 21, May 19, August 4</b>
<b>Wednesdays</b>	<b>11am-12pm</b>	<b>Cathcart 1-2</b>	<b>Excluding July 2</b>
<b>Fridays</b>	<b>8pm-9pm</b>	<b>BW 1-6</b>	<b>If available, would take at 7pm-9pm</b>

#### Playoffs or Tournaments

<b>November 30</b>	<b>8am-8pm</b>	<b>BW 1-6</b>	<b>Tournament, BBQ, no alcohol</b>
<b>November 30</b>	<b>8am-8pm</b>	<b>GER 1-4</b>	<b>Tournament, BBQ, no alcohol</b>

## EXAMPLE FORM

## Allocation Requests (2)

**\*NOTE:** Please list each division and/or contract on a separate sheet.

<b>Contract Name or Division/Age Group:</b>	<b>Sarnia Sports Group - Spring Clinic</b>
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**First Date of the Season:** April 7, 2025

<b>Last Date of the Season:</b>	April 11, 2025
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## Regular Season

[illegible]

## Playoffs or Tournaments

[illegible]