

2700 6th Avenue South, Lake Worth, FL 33461



Phone: 561.966.7033 Fax: 561.966.7040

### SPECIAL REQUEST FORM

Name of Organization _____		President of Organization _____		Type of Event _____		<input type="checkbox"/> Youth <input type="checkbox"/> Adult
Event Coordinator _____	Home Phone _____	Work Phone _____	Fax _____	Cell Phone _____	Email Address _____	
Address _____		City _____	State _____		Zip _____	

PARK(S) REQUESTED:	DATE(S) REQUESTED:	FIELD #'s REQUESTED:	BEGIN TIME REQUESTED: <small>(What time the field needs to be ready)</small>	END TIME REQUESTED: <small>(What time the last game starts)</small>	PITCHING RUBBERS / BASE DISTANCES <small>(***For Baseball and Softball Only )</small>	SITE SUPERVISOR: <small>(Name of on-site contact person and contact number for each specific park requested)</small>

Date of On-Site Meeting: \_\_\_\_\_

Duties/Field Modifications/Special Requests\*: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*Prior approval will be required for the following: Night Lighting after 11:00pm, vendors, tents, stages, banners and other special set ups.

Other Requests:    Additional Trash Cans # \_\_\_\_\_    Dumpster Requested\*\*    Tent Set up/Vendors\*\*  
 Other \_\_\_\_\_

\*\*Requires a map with locations. Additional proof of insurance for vendors will be required. (ex. General and Product Liability)

\*\*\*A schedule of game times and locations will need to be submitted to Palm Beach County Athletics department prior to the event taking place.

\_\_\_\_\_  
President of Organization

\_\_\_\_\_  
Date