

**Clarksville Parks and Recreation Department**  
**Guidelines for Practice Sessions on Softball Fields**

1. A Parks and Recreation Adult League team may schedule practice sessions at Heritage Park, Swan Lake Sports Complex and Pettus Park after teams have paid all fees.
2. Fields will be assigned on a “first come, first served” basis when the fields are not being used and are suitable for play.
3. A team may call the Parks and Recreation office at 645-7476 beginning at 8:00am-4:30pm, Monday through Friday, to schedule a practice session for that week. The fields are reserved one week at a time.
4. Teams must secure a permission form to practice on any City owned field from the Parks and Recreation Department *before* the scheduled practice time. Teams must possess this form when utilizing the field and present it to the attendant in charge or they will not be allowed to practice. Teams caught jumping the fences will be charged for trespassing.
5. Teams may schedule the fields at each facility in two hour time blocks. Due to limited space, each team is allowed one practice per week. Once that practice has expired, you may call in to request another practice if field space is available. There will be a **\$15 fee for the use of electricity**, payable before scheduled practice. There is no fee if electricity is not used.
6. If a practice is rained out and fees have already been paid, that team will have first option for a practice the following week. If a practice is not used, the fee will be refunded.
7. Teams are responsible for insuring that all trash is picked up before exiting the field.
8. **THE CONSUMPTION OF ALCOHOLIC BEVERAGES ON CITY PROPERTY IS PROHIBITED.**
9. Due to a paid attendant being present at each facility, teams are required to either show up for their scheduled practice or canceling the practice at least 2 hours in advance. The penalty for not showing up for practices are as follows:
  - a. First offense: Warning
  - b. Second offense: Suspension from practices for one week
  - c. Third offense: Lose of practice privileges for remainder of seasonTo cancel a practice Mon.-Fri.- 8:00-4:30, call the office at 931-645-7476.  
To cancel a practice after these days and times call Tina at 931-320-2817.
10. Any team which fails to follow any of these guidelines will be barred from further practices at Parks and Recreation facilities until meeting with the Parks and Recreation Athletic Director for approval.