

SFRP Field Occasional Reservations

Single Weekend/Weekday or Weeknight Reservations (Walk-Up Reservations)

When Can Fields First Be Reserved? Reservations are taken on a first come first serve basis during regular business hours on Monday through Saturday. New occasional reservations become available each Tuesday. Starting that Tuesday you will be able to reserve athletics fields until the following third Friday. For example, if you want to reserve a field on Saturday the 15th day of a month, you could reserve the field starting on Tuesday the 4th of that month.

What Can You Reserve? Any individual may reserve up to 4 hours in any calendar month. Weekday reservations (Mon-Thurs evenings) may not exceed 1 hour, on Fri, Sat, Sun reservations may not exceed two hours. The goal of this provision is to ensure that walk-up reservations are used only by occasional users and not leagues or programs (which should be applied for months in advance). In addition, weekday reservations may only be booked starting at 6:30 pm and are booked by the half pitch.

What Can You Not Reserve? Reservation requests for schools, clinics, programs, special events and back-to-back games to be used to run a league or tournament do not qualify as walk-up reservations. These requests must be made through Advance Field Reservations in the appropriate season.

What does it Cost? Cost for residents is \$34 per hour, nonresidents or for profit activities are \$88 per hour. In addition there is an \$13 per hour fee per field for use of lights. In order to be eligible for resident fees, you will need to come to our office one time with proof of identification (driver's license, passport) and proof of residency (it must be a utility bill). Once you are in our system, you will not need to come in and can book over the telephone. If you have not booked a reservation in over a year from your last rental date you will be asked to come back to our office to re-verify your residency.

How Can Reservations Be Made? Single reservations may be made on a walk in or call in basis.

Walk-in Reservations: Walk-in Reservations can be made Monday through Friday at that time you will be able to choose your field and pay for your permit.

Phone Reservations: Phone Reservations can be made Monday through Friday 72 hours in advance of rental. You must pay for your reservation at that time by visa or master card only.

Occasional/Walk-Up Reservation Policies

Cancellations For a single or walk in reservation there will be no cancellations unless it rains. Multiples will be handled on a case by case basis depending on the nature of the event. Synthetic fields will also be handled case by case.

Transfer of Reservations Reservations are for use only as described in your reservation permit. You may not transfer or assign the reservation to any other group or organization or use it for any other purpose. Violation of this provision will result in termination of the permittee and any affiliated organization from the right to book further reservations.

Multiple, Long-term & Special Event Reservations (Leagues, Camps, Programs) Multiple, long-term and special event reservations including leagues, camps and programs must be made online on our website. Visit the [Advanced Field Requests](#) page.

Holiday Reservations On holidays, gated fields are not open and restrooms are usually not open. You may reserve an unlocked field but there may be no bathrooms available. All field requests for holiday permits for gated fields or requesting bathrooms must be submitted online 30 days in advance. All holiday field approvals will be based on staffing and availability.

Other Reservations Persons or groups who wish to reserve a neighborhood recreation center or playground clubhouse will need to obtain a permit. For cost and further information call 415-831-5500.