

PERMIT GUIDELINES & SCHEDULING INFO

2015-2016

Each league must submit a permit for each season and the guidelines for the requesting of permits for the fields and town buildings are as follows:

SEASON DATES for 2015/2016

Fall is September 1st - October 31st

Winter is November 1st - February 28th

Spring is March 1 - May 31st

Summer is June 1st - August 31st

Permits are NOT granted on a first come first serve basis!

Each season has it's own set of dates in which all leagues paperwork must be turned in.

Fall Sports

- **Resident Applications due:** July 1
- **Resident Permits distributed:** August 1
- **Copy of Insurance:** No later than August 1
- **CORI's Due:** No later than August 1
- **League, Field and Miscellaneous Fees Due:** No later than August 1
- **Copy of Schedule (both practice & games) Due:** No later than August 1

Winter Sports

- **Resident Applications due:** September 1
- **Resident Permits distributed:** October 1
- **Copy of Insurance:** October 1
- **CORI's Due:** October 1
- **League, Field and Miscellaneous Fees Due:** October 1
- **Copy of Schedule (both practice & games) Due:** October 1

Spring/Summer Sports

- **Resident Applications due:** February 1
- **Resident Permits distributed:** March 1
- **CORI's Due:** No later than March 1
- **League, Field and Miscellaneous Fees Due:** No later than March 1
- **Copy of Insurance Due:** No later than March 1
- **Copy of Schedule (both practice & games) Due:** No later than March 1

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2015-2016

- **Town Leagues (Spring, Summer, & Fall, Winter)**
 - Baseball
 - Cheerleading
 - Football
 - Soccer
 - Softball
 - Basketball

- **Scheduling Priorities**
 - Scheduling is **NOT** based on first come, first serve
 - Town Sponsored Leagues have first rights to the fields/facilities, outside of the school department
 - Scheduling is based on what is adequate for the leagues, such as:
 - Number of participants
 - Growth from previous seasons
 - How many teams per sport
 - Once the numbers can be justified, then scheduling is based on what is appropriate for each league
 - Fees are lower for Town Leagues/Residents and outside residents pay a higher rate
 - Prioritizing outside leagues:
 - What can they do for the Town?
 - Engage Town Residents to participate
 - Camp and clinic options
 - Scheduling outside leagues to ensure they do not conflict with Town Leagues field time
 - Each season will be allowed to finish their season before a new season starts, this includes any “post regular season” play.

I have read and understand the Permit Guidelines & Scheduling Information, and will abide by the polices stated.

Signed: _____ Date: _____

League/Organization: _____

Received by: _____ Date: _____