

**General Information, Policy, Fees/Charges for Reservation and Use of
TENNIS COURTS**

ELIGIBILITY:

- Individual: Must be resident of the Elmbrook School District to reserve a court. Brookfield residents will receive priority for reservation of City courts.
- Group/Seasonal: Minimum of 75% Elmbrook School District residents. Brookfield residents will receive priority for reservation of City courts.

NOTE: Eligibility exception for tournaments, state league matches, and school district meets.

AVAILABLE FACILITIES:

The Department, with authorization by the School District, issues reservation permits for all courts listed below with the noted exceptions.

City Courts (# of courts)

Reservable Dates

Wirth Park (8)	May 1 through October 1
Endicott Park (2)	May 1 through October 1
Beverly Hills Park (2), Camelot Park (2), Mary Knoll Park (2)	Not reservable

School District Courts (# of courts)

Central High (10), East High (10).....	After school adjourns in June
Wisconsin Hills (6), Burleigh (5).....	to resumption of school in Fall (August availability determined by school team practice requirements).

APPLICATION/FEES:

Individual Reservations - May be made in person at the Parks & Recreation office. A written permit must be obtained from the office and displayed upon request at the court(s) to verify reservation. A maximum of two (2) courts can be reserved at one time for the same time period and can not be made more than six (6) days in advance. The reservation fee is **\$4.00** per court for a 1½ hour time period. Individuals making the reservation must be 16 years of age and above. There are no refunds. Rainouts can be rescheduled at the office.

Group/Seasonal - Requests for group/seasonal reservations for social group play will be accepted beginning April 1 through May 31 and must be submitted on a "Facility Use Application and Agreement" form available at the Parks & Recreation office. In addition, the "Seasonal Tennis Court Reservation Application (see back) must be completed listing names and addresses of group players. The application must be made by an Elmbrook School District resident, age 18 and above. Reservations will be for a 1 ½ hour period weekly. The fee is **\$40.00** per court per season which is due upon application. The fee will be refunded if application is not approved. The Department reserves the right to regulate all aspects of applications in order to best serve all tennis interests as fairly as possible.

Fee Exceptions - Regular fees are waived for Brookfield Tennis Club programs (tournaments and state team matches only - not practice), other State League matches (not practice) for resident groups meeting eligibility requirements above, and Department sponsored programs.

PRIORITIES FOR RESERVATION:

1. Department Sponsored Programs: Youth and Adult Lessons, Junior Development, and Tournaments
2. Elmbrook School District sponsored matches and tournaments
3. Department approved State Tournaments

Commission Approved: 04/7/08
EBSD Approved: 07/15/08
Updated: 12/10/08, 8/6/18, 8/28/20

- 4. State League Matches: First priority for Brookfield Tennis Club teams, second priority to other teams meeting eligibility policy. Requests for practice refer to **Individual** or **Group/Seasonal** reservation policy (see previous page).
- 5. Brookfield Tennis Club Tournaments
- 6. Social Groups: First priority for Brookfield Tennis Club events
- 7. Individual, State League team practices, etc.

GENERAL INFORMATION/RULES

- 1. The City of Brookfield through the Parks & Recreation Department promotes fair use of courts for all tennis interests by scheduling court reservations, and assists local groups in order to provide a wide range of opportunity for the tennis playing public.
- 2. **OPEN PLAY** - All courts are open for players, except when reserved, on a first come basis. Court use is limited to a 1 ½ hour period if other players are waiting to use the court. Players with a Department reservation permit have priority for the court and time indicated on the permit. Adults have priority over youth 15 and under on weekdays after 5:00 p.m.
- 3. Limit Per Site: When practical an average of two courts per site will be unreserved for open play at all times.
- 4. Rules and Listing: Rules and a listing of all court reservations will be posted at each court site.
- 5. An organization/group obtaining a permit agrees to abide by all rules and policies of the City of Brookfield Parks, Recreation and Forestry Department as stated in Chapter 12 of the Brookfield Municipal Code (available for review at the Parks & Recreation office) as well as the "Rules and Regulations for Public Use of Recreation Facilities and Buildings" listed on the back of the "Facility Use Application and Agreement".
- 6. KEEP A COPY OF YOUR PERMIT AND FEE RECEIPT TO PROVE RESERVATION OF A COURT. PLEASE BE COURTEOUS AND CONSIDERATE OF OTHERS UTILIZING FACILITIES IN THE PARK. IF SOMEONE IS OCCUPYING YOUR RESERVED COURT WHEN YOU ARRIVE, REQUEST THAT THEY MOVE TO ONE OF THE UNRESERVED COURTS.

------(Detach)-----

Seasonal Tennis Court Reservation Application

Number of courts requested: _____ Organization: _____

Name and address of players: (If more than six, please attach additional sheet)

NAME	ADDRESS
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____

Court location preferred: 1st Choice _____ 2nd _____

Day preferred: 1st Choice _____ 2nd _____

Time preferred: 1st Choice _____ 2nd _____

Name of applicant: _____ Phone: _____

Address: _____ Date: _____

RETURN TO: Brookfield Parks & Recreation, 2000 N. Calhoun Rd., Brookfield, WI 53005

FEE: \$40.00 per court for the season due upon application. The fee will be refunded if application not approved.