



**TOWNSHIP OF SOUTH FRONTENAC**

Recreation Department  
2490 Keeley Road, Box 100  
Sydenham, ON • K0H 2T0  
613-376-3027 Ext. 4331

[bookings@southfrontenac.net](mailto:bookings@southfrontenac.net)



**Net Sport Court Booking Request & User Agreement  
Centennial Park & Gerald Ball Memorial Park**

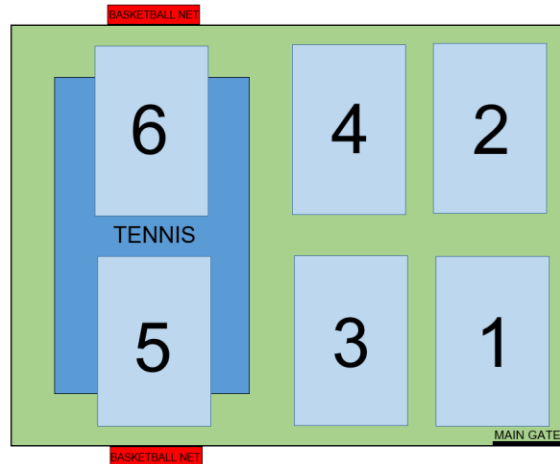
**Applicant Information:**

Name:	
Phone Number:	Email:
Address:	
Name of User Group:	
Priority Group as per section 4.0 of <a href="#">allocation process</a> :	

**Booking Details:**

Please indicate preferred court:	
Centennial Park - Harrowsmith	Gerald Ball Memorial Park – Sunbury
Start Date:	End Date:

For Reference – Facility Layout:



\*Note the basketball nets indicated in the small boxes outside the combination courts are at Gerald Ball Memorial Park only. There are no nets at Centennial Park.



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**NOTE:**

- User Groups requesting courts on a seasonal basis must submit a separate form for each request where the days/ times/ courts are varied.
- See the [allocation process](#) document for further details on drop-in procedure and schedule, court descriptions, and User Group priority ranking.

**Weekday Booking:**

	Monday	Tuesday	Wednesday	Thursday	Friday
	9:00 am – 11:00 am	11:00 am – 1:00 pm	1:00 pm – 3:00 pm	3:00 pm – 5:00 pm	5:00 pm – 7:00 pm
Court 1					
Court 2					
Court 3					
Court 4					
Court 5					
Court 6					
Tennis					

**Weekend Booking:**

	Saturday	Sunday
	9:00 am – 11:00 am	11:00 am – 1:00 pm
	1:00 pm – 3:00 pm	3:00 pm – 5:00 pm
	5:00 pm – 7:00 pm	7:00 pm – 9:00 pm
Court 1		
Court 2		
Court 3		
Court 4		
*Courts 5 & 6 and the tennis court are unavailable for booking on Saturday & Sunday as per the drop-in schedule*		

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### Terms & Conditions:

1. I have reviewed, understand and will abide by the [Net Sport Court Allocation Process](#).
2. Fees are payable two weeks in advance of the date of the first booking and bookings are not considered complete until payment is received in full.
3. All fees are non-refundable unless the approved by the Arena & Recreation Supervisor.
4. The Township reserves the right to cancel a booking if persistent inclement weather results in damage to playing surfaces.
5. The facility is to be used only on the dates/hours indicated in the booking request form.
6. All areas, building, equipment and other property of the Township shall be left in clean and undamaged condition in its proper storage place.
7. The user will indemnify and save harmless the Township of South Frontenac itself, and all of its Staff, Council Members and agents from and against all claims, demands, losses, costs, damages, actions, suits or other proceeding, by whomever made, sustained, brought or prosecuted in any many based upon, occasioned by, or attributable to any injury or damage arising or resulting from any act or omissions of our group, its servants in using the said premises.
8. Third party liability and property damage insurance policy coverage is highly recommended showing the Township of South Frontenac as third party thereto.
9. If you plan to have 'food truck' at your function, please contact the Building Department regarding any restrictions that may apply.
10. 'If' food is being sold/served to the Public, confirmation that the user has obtained a "Special Event" certificate from the K.F.L.A. Health Unit is required.
11. If you plan to have 'tents or structures' at your function, please contact the Building Department regarding any restrictions that may apply.
12. No person shall sell, advertise, announce, or display goods or merchandise or carry on any commercial activity, unless the Township of South Frontenac grants approval.
13. Parking is allowed in designated areas only.
14. Games of chance (lotto, raffles, draws) are not permitted without a permit issued by the Township Office.
15. The Sale and consumption of alcoholic beverages is prohibited, unless under the authority of the L.C.B.O. Special Occasion Permit in accordance with Section 10, BY-LAW 2002-57.
16. It is the responsibility of the user to promptly advise the Township of any problems.

**The Township of South Frontenac encourages the use of reusable water bottles.**

***I/We have read and fully understand the terms and conditions listed above and will abide by the said terms and conditions. Contravention of these conditions will void booking.***

**Applicant Name**

**Date**

**Applicant Signature**

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**FOR OFFICE USE ONLY**

**Seasonal Exclusive Use/ Booking Fees:**

	<b>Resident</b>	<b>Non-Resident</b>
Seasonal Fee (12 sessions/ dates)	\$33.50/ per court	\$50.25/ per court
Additional per-court fee for bookings over 12 sessions/ dates	\$2.50/ per court	\$3.75/ per court
	<b>HST (13%)</b>	
	<b>SUBTOTAL</b>	
	<b>TOTAL</b>	

**One-Time Exclusive Use/ Booking Fees:**

	<b>Resident</b>	<b>Non-Resident</b>
One-time/ infrequent booking	\$2.80/ per court	\$4.20/ per court
	<b>HST (13%)</b>	
	<b>SUBTOTAL</b>	
	<b>TOTAL</b>	

**Booking Tasks**

<b>Action Item:</b>		<b>Staff Member:</b>	<b>Date:</b>
Rental fees collected			
Terms & Conditions signed			
Confirmed with renter			
Booking webpage updated			