



January 1, 2018

Miami Township has adopted a Tobacco/Vaping Free policy in all our parks and campuses (effective 1/1/17). Please make sure your coaches inform all visiting teams and parents of this new rule.

Dear 2018 Field User:

We are looking forward to another exciting season in 2018. We will begin accepting field permit requests on January 2. Fields will be assigned starting on January 30. We will do our best to accommodate everyone's needs and past years have shown that through attrition and teams aging out we usually can accommodate most requests

The Process:

Please fill out all required paperwork completely. The forms are below:

The Field Request Form – Please put your choices down in order of preference 1st, 2nd etc.

Roster Summary Form – This form will determine your team's residency % and your fee amount.

The Fee Schedule – This will show you where you fall in regards to #of team members and res %

Copy of your Roster- Please include all names and addresses of your team members.

Copy of Team Insurance Policy- This can be forwarded to me prior to your teams start date

The Permit Fee:

This fee is a onetime payment prior to your start date. This fee is based on your team size and residency %. The fee is lower for high residency team percents and higher for lower residency percents.

Once you figure out your teams residency % you will see the amount you will pay. Residency is to be verified on the Roster Summary form. There is a link on this form to the Clermont County Auditor's site. The Parcel ID will begin with a 16, 17 or 18 to be a Miami Twp. resident. We expect 100% accuracy on these summaries. This can be paid with check or cash.

Priority Process:

We do use a priority process in assigning fields. Returning teams have priority over new teams and new teams will be ranked according to their residency %. New teams with the highest residency % will be given a higher priority.

Alloted Time Use :

You will be allotted two weekday practice nights. You may request Sat. time slots for games only. I will have two hour time slots starting at 9:00am on all fields. Once you get your schedules please email me your game dates and I will try to accommodate you.

Sports Groups Pre Season Meeting:

We will not be having a Pre Season meeting this year. If you are a new coach using our fields and have questions, please call Miami Township Recreation Director, Krystin Thibodeau at (513) 248.3727. If your question(s) is not answered you will be directed to Park Supervisor, Allen Leab.

Block Out Dates for Scheduling:

We do host a few large events at Miami Meadows park when scheduling your practices or games please note that Miami Meadows will be closed until 1:00pm on the Saturday **April 14** due to a large walk that will have a lot of parking and traffic issues. Also please note that we have a very large adult church league that uses all four fields at Miami Meadows on Monday nights. The Dog Days Tournament will be held on Fri. Aug. 17 – Sun. Aug 19 and will be closed to all sport teams. We are taking Special Event requests for 2018. There could potentially be closed baseball fields at Miami Meadows on Saturday, May 12 and Sunday, May 13 for a baseball tournament. **Please be sure to review your field request paperwork once received.**

Field Hot Line:

Our Park and Field Condition Hot Line is 248-5513. During the spring it is often questionable whether fields are playable. It is possible certain fields are wetter and will be closed and others will be open. Please call this number after 3:00pm daily to hear updates or closings. Any organization or group found to be practicing or playing games on Miami Township fields after the hotline has stated they are closed **will** have their permit revoked. Please relay this information and phone number to coaches and parents. Please make sure all team parents have this number. It is also on our website at *MiamiTwpOH.gov*. Please review the following information which gives information pertinent to each sport in regards to opening and closing dates.* **You must share our Lightning Policy with all coaches**

NO SMOKING POLICY

Miami Township has adopted a Tobacco/Vaping Free policy in all our parks and campuses. Please make sure your coaches inform all visiting teams and parents of this new rule.

Baseball Fields Open-March 5 Weather Permitting **Fields Closed**-October 27

Spring Season – March 5- July 21 **Fall Season** – July 30 – October 27

Note: Some fields may be closed in March in order to prepare them for the season. Preparation work begins as soon as weather permits in February through March.

The following Saturday's no permits until after 1:00pm : Sat. April 14. Please exclude Aug. 17-19 for the Dog Days Soccer tournament.

Soccer Fields Open-March 5 Weather Permitting **Fields Closed**- November 3

Spring Season- March 5 -June 23 **Fall Season**- July 30-Nov.3

Note: All organizations using Miami Township soccer fields **MUST** provide a field layout and goal sizes needed for each field for the spring and fall seasons. The spring layout must be provided no later than February 27 and fall season provided by July 17. If the layouts are not provided by these dates we will assume that the organizations will not be using the facilities for that season.

The following Saturday's no permits until after 1:00pm : Sat. April 14. Please exclude Aug. 17-19 for the Dog Days Soccer tournament.

Football

Practice Fields Open – July 16 Weather Permitting

All Fields Closed October 31, 2018

All football equipment that is stored outdoors (cones, training equipment, etc.) is to be removed after the last game of the season. **Exclude the following dates at Miami Meadows Park: August 17-19**