



City of Ludlow

51 Elm Street • P.O. Box 16188
Ludlow, Kentucky 41016

City of Ludlow Permit Request Form—Fields

(For organized athletics, please select)

Baseball _____ Soccer _____ Softball _____

COACH'S NAME		
ADDRESS		
PHONE NUMBER	HOME/MOBILE:	WORK:
TEAM NAME		
AGE DIVISION: _____ BOYS: _____ GIRLS: _____		

Please list your preferences for field, time, and day of week in order beginning with 1st preference:

Date beginning on _____ and ending on _____

FIELD PREFERENCE:			
TIME PREFERENCE:			
DAY OF WEEK:			

RULES AND REGULATIONS FOR FIELD PERMITS: The City of Ludlow has established the following rules regarding permits and maintenance of the fields. Coaches and/or Ludlow Athletic Club (AC) may apply for permit for practices only. No permits will be issued for games to a coach or to Ludlow AC. Game permits will be issued to the league for play, and must be scheduled directly by the league with the City of Ludlow.

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--City of Ludlow field permits are at no cost for youth athletic practices. Adult teams wishing to use fields will be subject appropriate fee schedule. Any payments for field use for games scheduled for youth athletics will be collected in the rate determined with the league, based on their general rate of pay, the City of Ludlow. No monies will be collected for field use or for permit for field use by any coach, team, athletic association, or person; all payments for field use will be collected by the City of Ludlow in the determined amount upon issuance of field use permit, or payment will be collected by City of Ludlow as agreed upon with paying league.

--Permits are NOT TRANSFERRABLE. If the time comes that you no longer need the use of this permit please advise the City of Ludlow Public Works Project Manager (Patrick Walkenhorst) immediately at (859) 415-2868 or at pwalkenhorst@ludlow.org. Fields will be monitored randomly, and coaches must have a copy of their issued permit with them during field use.

--A copy of the team's final roster of player's names, addresses, and phone numbers should be submitted to the Administrative Assistant at the city building before the permits are issued.

--The permit holder must see that the field is cleaned up before leaving premises. All waste material (e.g., trash, cans, paper, etc.) should be placed in trash containers in the park. No glass containers are permitted on the premises.

--Do not use fields in questionable weather.

--No practice or play after dusk unless otherwise permitted.

--No parking in prohibited areas including greenspace.

--All park rules must be followed while using permitted fields.

IN ACCEPTING A PERMIT FOR THE USE OF THIS SPECIFIED FIELD, I DO WILLINGLY ACCEPT ALL RESPONSIBILITY FOR THOSE UNDER MY SUPERVISION COVERED BY THIS PERMIT. I WILL INCUR NO LIABILITY AGAINST THE CITY OF LUDLOW IN THE EVENT OF ANY ACCIDENT OR INJURY.

(All the above rules and regulations will be monitored and the permit will be revoked if these are not adhered to.) Once all documentation has been received, including rosters, you will be contacted to obtain your permit.

Coach/Athletic Club Rep/League Rep Name (Please Print) _____

Signature: _____

Date: ____/____/____