

**CITY OF COLLEYVILLE PARKS AND RECREATION  
DEPARTMENT  
TENNIS COURT RESERVATION FORM**

5109 Bransford Road  
Colleyville, Texas 76034  
817.503.1180  
817.503.1189 (fax)  
www.colleyvillepard.com

With my reservation of Colleyville tennis court(s), I hereby assume that this property will be under my care, custody, and control on the following date and time listed below:

Reservation Date: \_\_\_\_\_ Reservation Time: \_\_\_\_\_ (1 ½ hour period)

Number of Player of Players: \_\_\_\_\_ Court(s) #: \_\_\_\_\_

Resident Fee            \$3.00 per player X \_\_\_\_\_ # of players = \$ \_\_\_\_\_

Non-Resident Fee    \$3.00 per player X \_\_\_\_\_ # of players = \$ \_\_\_\_\_

Tennis Fee Paid \$ \_\_\_\_\_

- I understand and will comply with no alcoholic beverages allowed.
- I agree to clean-up and dispose of all litter properly immediately after use.
- I agree to reimburse the City for any and all damages incurred during reservation time and date.
- I agree to release, absolve, indemnify and hold harmless the City of Colleyville, its employees, officials and all others arising out of this reservation agreement.

<b>Name (please print):</b> _____ <b>DOB</b> _____	<b>Emergency Contact Information (outside of home)</b>
<b>Address:</b> _____ <b>City/Zip:</b> _____	<b>Name</b> _____
<b>Day Time Phone #:</b> _____ <b>Evening Phone #:</b> _____	_____
<b>Email:</b> _____	<b>Relation</b> _____
<b>Signature:</b> _____	<b>Phone #</b> _____

Refunds are available due to inclement weather, provided however, that a request for a refund is submitted to the Parks and Recreation Department, in writing, within one week of scheduled session. Failure to submit a timely request for a refund forfeits the refund. Rescheduling in lieu of a refund is permitted based upon availability of time slots. If there is a red flag on the park entry sign the fields are closed due to inclement weather.

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 Credit Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Cardholder Name (please print) \_\_\_\_\_

Cardholder Signature \_\_\_\_\_

Parks and Recreation Department: \_\_\_\_\_ Date: \_\_\_\_\_

### **Tennis Court Regulations:**

1. It shall be unlawful for any person to use the tennis courts in the City for any purpose other than playing tennis.
2. It shall be unlawful for any person to play tennis on any tennis court while wearing any footwear other than tennis shoes.
3. It shall be unlawful for any person to ride a skateboard or skates on the tennis courts.
4. The tennis courts are available on a first-come first-serve basis.

### **Tennis Court Reservations:**

1. The courts will open for play at 6:00 a.m. All games must be completed by 10:00 p.m., park closing time.
2. Courts may be reserved through the Parks and Recreation Department. Time slots for reservations are available in one and one-half hour increments as seasonal conditions permit. The schedule shall be determined and approved by the Parks and Recreation Manager of designated representative.
3. Reservations must include the name of the individual or team, address and phone number as set forth in this policy.
4. Residents may make reservations beginning the Monday proceeding the next scheduling week (Sunday through Saturday). Non-residents may make reservations commencing on Friday proceeding the next scheduling week (Sunday through Saturday).
5. Any person or team found to be violating the terms of this section shall be denied access to the tennis courts for the remainder of the season.