



October 24, 2016

**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 2017 Field User:

We are looking forward to another exciting season in 2017. We will begin accepting field permit requests on January 2. Fields will be assigned starting on January 30 (this is an earlier time frame than we have done in the past). 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 1<sup>st</sup>, 2<sup>nd</sup> 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 :**

In the past we have been very generous in allowing teams two practice nights and a Sat. time period. Unfortunately due to weather reschedules and away games many fields sat empty. As a result you may request Sat. time slots for games only. I will have two hour time slots starting at 9:00am all fields. Once you get your schedules please email me your game dates and I will try to accommodate you. We can discuss this change in more depth at the pre season meeting in March.

**Sports Groups Pre Season Meeting:**

On Wednesday March 1, 2017 at the Miami Township Civic Center, 6101 Meijer Drive at 7:00 p.m. We will take this opportunity to discuss any field issues and improvements and answer any questions you may have with Allen Leab, our Park Maintenance Supervisor. This is a great opportunity to get to know Allen and establish a rapport in regards to your field questions and comments.

**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 following Saturday's **April 8 and May 20** due to large walks 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. 18 – Sun. Aug 20 and will be closed to all sport teams.

**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 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.

<p><b><u>Baseball</u></b>    <b>Fields Open</b>-March 6 Weather Permitting                      <b>Fields Closed</b>-October 23</p> <p>                    <b>Spring Season</b> – March 6- July 24    <b>Fall Season</b> – July 31 – October. 23</p> <p><b>Note:</b> 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.</p> <p><b>The following Saturday's no permits until after 1:00pm : Sat. April 8 and Sat. May 20. Please exclude Aug. 18-20 for the Dog Days Soccer tournament</b></p>
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<p><b><u>Soccer</u></b>    <b>Fields Open</b>-March 6 Weather Permitting                      <b>Fields Closed</b>- November 6</p> <p>                    <b>Spring Season</b>- March 6 -June 26    <b>Fall Season</b>- July 31-Nov.6</p> <p><b>Note:</b> All organizations using Miami Township soccer fields <b>MUST</b> 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.</p> <p><b>The following Saturday's no permits until after 1:00pm: Sat. April 8 and Sat. May 20 and Aug. 18-20 for the Dog Days Soccer Tournament</b></p>
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**Football**

**Practice Fields Open – July 18 Weather Permitting**

**All Fields Closed October 31, 2016**

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 18--20**