



Dear 2021 Field User:

We are looking forward to our 2021 season. We will begin accepting field permit requests on January 4, 2021. Getting your request in early does not give you a better chance of getting fields. Fields will be assigned starting on January 25. 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/Forms:**

Please fill out all required paperwork completely.

**Field Request Form** – Please put your choices down in order of preference 1<sup>st</sup>, 2<sup>nd</sup> etc.

**Roster Residency Summary Form** – This form determines your team's residency % and fee amount. Please include names and addresses of your team members. On the Roster Residency Summary there is a link to the Clermont County Auditor's office. If you are unsure if your team member is a resident of Miami Twp. (it can be confusing) do a property search and it will tell you the Parcel ID #. If it starts with a 16, 17 or 18 they are Miami Twp. residents. Also include a copy of your roster.

**Fee Schedule** – This is based on the number of players on your team and the total residency%

**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 teams with more Miami Twp. residents and higher for lower residency percents. Once you figure out your team residency % you will see the amount you will pay. Residency is to be verified on the Roster Summary form. We expect 100% accuracy on these summaries. This can be paid with check or cash.

**Priority Process:**

Teams are ranked by residency % and those with 50% or higher go to the top of the pile. It does not matter that you are a returning team. As the ages of the players get older often, they go to different teams. Even though a coach has consistently had fields with us this can change based on the res% of the players.

**Allotted Time Use:**

I will try to give 2 nights a week if possible, with teams over 50%. You may request Saturday 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.

**New Teams:**

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 our Park Supervisor, Brad Rottelle who has replaced Allen Leab who has retired.

**Block Out Dates for Scheduling:**

There could be some potential Saturday's blocked out at Miami Meadows Park until 1:00pm due to local charities holding 5K walks and runs. I will notify you of those dates in March as I confirm them. **Please be sure to review your field request paperwork once received. Always bring your permit verification with you in case someone is on your field.**

**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. We do have someone who checks this for us. 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 regarding opening and closing dates. \* **You must share our Lightning Policy with all coaches as well as the Tobacco/Vaping Free Policy** and ensure all coaches, visiting teams and parents are aware of it.

**Baseball Fields Seasons**

**Spring Season - March 8 – July 23    Fall Season – Aug.9 – Oct.29**

**Note:** Fields open March 8 weather permitting, some fields may be closed in March to prepare them for the season. Preparation work begins as soon as weather permits in February through March.

**Soccer Fields Seasons**

**Spring Season- March 8 -June 27    Fall Season- Aug. 2-Nov.7**

**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 26 and fall season provided by July 16. If the layouts are not provided by these dates, we will assume that the organizations will not be using the facilities for that season.

**Lacrosse Fields Season**

**Spring Season – Feb.22-May 28**

\*Lacrosse uses the Tree Grove Fields 1, 2 and 3 and Football Practice Fields

**Football Fields/Season**

**Football Season – July 19- Nov. 5** All FB equipment must be removed by Nov. 6