PARKS, RECREATION AND CULTURAL ARTS

ATHLETIC FIELD USE
FEES AND APPLICATION

City of Encinitas
Parks, Recreation and Cultural Arts Department
505 South Vulcan Avenue
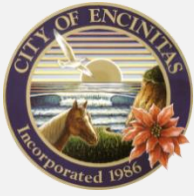Encinitas, CA 92024
760 633-2740
www.encinitasca.gov

An organization's group and percentage of resident participation determines their field allocation. Priority also given to primary season sport and historical use.

Category	Group 1	Group 2	Group 3	Group 4	Group 5	Group 6	Group 7	Group 8
Hourly Fee	$0	$0	$0	$5	$16	$21	$26	$32
Hourly Light Fee	$0	$0	$0	$11	$11	$11	$11	$11
Resident Per Player Fee	$0	$0	$5	$5	$5	$5	$5	$5
Non-Resident Per Player Fee	$0	$11	$16	$11	$16	$16	$16	$16

GROUP	APPLICANT CRITERIA
1	City of Encinitas Recreation Program, Special Event or Class
2	**Resident Youth Recreational Sports Nonprofit, Non-competitive** Priority allocation for this group is based on the percentage of resident participation in each league as follows: I. Top Priority: 70% or more residents II. Next Priority: 40%-69% residents III. Last Priority: less than 40% residents. Organizations must meet all the following criteria: 1. Organizations must be recreational play and have an "everyone plays, no child is turned away" philosophy requiring that each player suited-up and able to play is entered into games for a significant period of time (i.e. ½ of game or 2 of every 5 innings or 2 of 4 quarters, etc.); and 2. Organizations must submit a Letter of Determination or Letter of Affirmation from the IRS that indicates a non-profit 501(c)(3) status certificate; and 3. Organizations must maintain an affiliation with a national, state, or local sport governing body. Those national or state bodies must have governance over the organization, including all requirements for training per each league's manual, background checks and disciplinary actions; and 4. Organizations have an existing, functioning entity within its own governing body (i.e. board of directors or trustees) with By-laws and Articles of Incorporation; and 5. Each organization is responsible for appointing an individual to be the field coordinator for the organization.
3	**Resident Youth Competitive Sports Nonprofit** Priority allocation for this group is based on the percentage of resident participation in each league as follows: I. Top Priority: 70% or more residents II. Next Priority: 40%-69% residents III. Last Priority: less than 40% residents. z Organizations that must otherwise meet all Group 2 requirements EXCEPT one of the following: 1. They hold tryouts in order to place registrants according to their ability on competitive teams (select, travel, etc.); applicants may be turned away; or not every player suited up and not able to play in every game, or 2. Provide compensation for local executive/administrative staff, coaches, and/or board members for their service to the league.
4	**Resident Senior Groups 50+**
5	**Resident Adult Groups – Recreational**
6	**Resident Adult Groups – Private**
7	**Resident Adult Groups – Profit Making**
8	**Non-Resident Groups**

- Group 2, 3 permit fees are due before the end of the allocation season, June 15 or December 15.
- Group 2, 3 Leagues with players on both recreational and competitive teams will only pay once per allocation at the competitive rate.
- Group 4 – 8 permit fees are due when the permit is confirmed and signed.
- Pass-through of credit/debit card transaction fees and pass-through of recreation software fees will apply.
- Athletic field fees will be reviewed annually.
- Email completed application to PRCA@encinitasca.gov.

Athletic Field Use Application   3

CITY OF ENCINITAS
ATHLETIC FIELD USE APPLICATION

OFFICE USE ONLY
DATE REC'D_____
REC'D BY:_____
NO._____

APPLICANT INFORMATION	
Group Name:	Main Phone:
Main Contact:	Cell Phone:
Main Contact Email:	Group Classification:
Group Address:	Ages Served:
City, Zip:	Resident %:
Sport:	Attendance:
Play Level ☐ Recreation ☐ Competitive	(include coaches & spectators)
Season ☐ Primary ☐ Secondary	Lights ☐ Yes ☐ No

Location selection:

☐ Cardiff Sports Park ☐ Ecke Sports Park ☐ Encinitas Community Park ☐ Leo Mullen Sports Park

Field(s)	Date(s)	Day(s)	Time(s)

I, the undersigned, verify that the information provided in this application is complete and correct. I understand that providing false information could result in my application being removed from the permit process.

SIGNATURE: _____   Date: _____

Updated July 2024