

**Town of Wilton  
Parks & Recreation Department  
Athletic Field Usage Rules**

Wilton Parks and Recreation offers the following options for field rentals: Turf multipurpose fields, with and without lights, grass multi-purpose fields, baseball fields and softball fields.

**Field Reservation Procedures**

Requests to reserve a field may be made online through this [link](#), click *My Reservations*, click *Reservable Reservations*. You must create an account. Requests may also be emailed to Parks and Recreation Director Steve Pierce at [steve.pierce@wiltonct.org](mailto:steve.pierce@wiltonct.org). Please put *Field Reservation Request* in the subject line.

Timelines for reservations are as follows:

<b><i>For field use between the following dates:</i></b>	<b>Reservation request must be submitted during</b>
April-August	February 15th-March 15th
September-March	July 15th-August 15th

**Cancellations:** Any field time assigned, but found not to be needed, should be reported by emailing [steve.pierce@wiltonct.org](mailto:steve.pierce@wiltonct.org). The time will be made available for use by other groups. Reservation holders may not reassign a field time to another group.

**Field Usage Fee**

The following groups are not required to pay a field usage fee:

- Not-for-profit groups comprised of only of participants who are either Wilton residents or students enrolled in the Wilton Public Schools.
- Wilton not-for-profit sports groups governed by national charters with Wilton resident and non-resident participants.
- Wilton based, not-for-profit, youth sports association with a contracted private and/or for-profit third-party group for coaching, clinics, and/or camps.

All other groups, including the following, are required to pay a minimum fee of \$275 per four-hour period per day per facility. Payment is due online via this [link](#) at the time of approval.

- Teams with one or more non-resident, non-Wilton public school enrolled participant.
- Wilton based, not-for-profit youth sports association subcontracted group providing coaching, clinics and/or camps open to residents and/or participants who attend Wilton Public Schools and/or non-residents.
- Private, for-profits and/or third-party groups.

Cancellations received with advance notice will be refunded. Cancellations due to weather may be rescheduled or refunded.

### **Field Lights Fee**

Requests to reserve lights should be included with field reservation requests and are available at the following locations at the following rates:

<b>Field</b>	<b>hourly usage fee</b>
WHS Stadium Turf	\$20
Lilly Turf	\$20
Varsity Baseball	\$50
Varsity Softball	\$50

Cancellations received with advance notice will be refunded. Cancellations due to weather may be rescheduled or refunded.

### **Field Assignment Prioritization**

1. In season Wilton High School Athletic Programs.
2. Parks & Recreation Programs
3. In season Wilton Youth Sports Associations and in season Wilton Adult Groups.
4. Out of Season Wilton Youth Sports Associations and out of season Wilton Adult Groups and Wilton-based Corporations and Businesses.
5. Private, For-profit group and/or Third Parties.
  - a. Fields will be assigned in order of requests received based on availability after all in season, and out of season Wilton-based sports requirements have been met and at the discretion of Parks and Recreation Department.

### **Field Use Insurance Requirements**

Any group, submitting a request to reserve a field, must provide a Certificate of Insurance for a minimum of \$1 million naming the Town of Wilton as an additional insured, as follows: Town of Wilton, 238 Danbury Rd, Wilton, Ct. 06897.

### **Field Closed Due to Weather**

Register on the Town's [reservation system](#) to receive notice of field closures. To reschedule a reservation, contact [steve.pierce@wiltonct.org](mailto:steve.pierce@wiltonct.org).

### **Carry-In, Carry-Out Requirements**

Playing fields are carry-in, carry-out meaning anything you carry in with you, you should carry out with you when leave. Exceptions are following fields, which have trash cans and are only carry-in, carry-out if the trash cans are full: Stadium, Lilly, Middlebrook 1 and 2 softball.