

CITY OF TOMBALL ADMINISTRATIVE POLICIES, RULES AND PROCEDURES			
SUBJECT SPORTS COURTS RESERVATION POLICY<u>RULES & APPLICATION</u>	NUMBER: 24	EFFECTIVE DATE: NOVEMBER 7, 2022 <u>November 3, 2025</u>	PAGE 1 OF 32
	REVISED: NOVEMBER 7, 2022 <u>November 3, 2025</u>	APPROVED BY CITY MANAGER: NOVEMBER 7, 2022 <u>November 3, 2025</u>	
	SUPERSEDES: OCTOBER 3, 2022 <u>November 7, 2022</u>	APPROVED BY CITY COUNCIL: NOVEMBER 7, 2022 <u>November 3, 2025</u>	

~~The general public may reserve tennis and pickleball courts. Reserving courts will guarantee availability. Individuals may not utilize city facilities for profit-making endeavors. Tennis and Pickleball courts may be reserved by the public, and reservations guarantee availability. Use of City facilities for profit-making purposes is strictly prohibited.~~

Priority use of sports courts to be given by reservation.

1. Reservations may be made by contacting ~~Public Works~~the City of Tomball. ~~.- The courts must be cleaned up by reserving party immediately after function is over. There will be a charge if the City has to clean the courts.~~Reserving parties are responsible for cleaning the courts immediately following their event. A fee will be assessed if City staff are required to perform cleanup.
2. No glass containers.
3. No loud or abusive language.
4. The possession and/or consumption of alcoholic beverages are prohibited in the park area.
5. No pets on the courts.
6. No littering.
7. No loud music.
8. No display or use of firearms of any kind.
9. Park closes at 10 p.m. unless extended use has been approved in advance by the City Manager or designee. ~~previous arrangements are made.~~
10. Limit of four (4) ~~persons~~people per court, ~~32~~-hour time limit.
- ~~11.~~ Sports courts may not be reserved for a period exceeding four (4) months, and reservations cannot be made more than three (3) months in advance. ~~No more than 4 months reserved at one time, no more than 3 months in advance.~~
- ~~12.~~ A maximum of three (3) tennis courts may be reserved at one time; at least one (1) court will remain available for public open play.
13. Reservations for courts will have a two-day reservation maximum per week.
- ~~14.~~ Pickleball courts may only be reserved Monday ~~thru~~through Friday from 11:00 a.m. to 5:00 p.m. Weekends are designated for open play only, unless a Special Event is approved by City Council or the City Manager.
- ~~15.~~ Tennis shoes must be worn at all times.
- ~~16.~~ ~~No R~~oller skating, skate boarding, bicyclinges, and ~~or~~hockey ~~allowed~~are prohibited on courts at anyall times.

☐Residency verification : _____ (city staff)☐Facility Inspection Verification: (city staff)
(Resident must present City of Tomball Utility Bill for verification)

INDIVIDUAL RESERVATIONS – TENNIS:

☐ RESIDENT ☐ PER COURT-2 HOUR \$5.00
☐ NON-RESIDENT ☐ PER COURT-2 HOUR \$10.00

INDIVIDUAL RESERVATIONS – PICKLEBALL:

☐ RESIDENT ☐ PER COURT-2 HOUR \$5.00
☐ NON-RESIDENT ☐ PER COURT-2 HOUR \$10.00

GROUP RESERVATIONS (TENNIS COURTS):

☐ RESIDENT GROUP FEE: \$150.00/group-per season (4 mos.)
☐ NON-RESIDENT GROUP FEE: \$170.00/group- per season (4 mos.)
☐ Spring-(Feb., Mar., Apr., May) ☐ Fall-(Sept., Oct., Nov., Dec.)

Date Needed:	Time:	Number of Courts:	Total Due:
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~~⊠*RESIDENT ⊠PER COURT 2 HOURS \$5.00~~

CITY OF TOMBALL**ADMINISTRATIVE POLICIES, RULES AND PROCEDURES**

SUBJECT

**SPORTS COURTS
RESERVATION
~~POLICY~~RULES &
APPLICATION**

NUMBER:

24

EFFECTIVE DATE:

November 3,
2025~~NOVEMBER 7,
2022~~PAGE 2 OF 32

REVISED:

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2022~~November 3, 2025~~

APPROVED BY CITY MANAGER:

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SUPERSEDES:

OCTOBER 3,
2022~~November 7, 2022~~

APPROVED BY CITY COUNCIL:

NOVEMBER 7, 2022~~November 3, 2025~~

Contact Person: _____

Email: _____

Phone: _____

Business Phone: _____

Home phone: _____

Fax: _____

Home Address: _____ City: _____ St. _____ Zip: _____

I have read the Sports Court Rules and Regulations. I acknowledge that I am responsible for cleaning the courts after use. If the courts are not properly cleaned or are damaged, I agree to be financially responsible for any costs incurred by the City. I also understand that I am responsible for ensuring all rules and regulations are followed, and that any violation may result in denial of future reservation requests for myself or the organization I represent.

~~I have read the Tennis Court Rules and Regulations and understand that I am responsible for cleanup. If the Tennis Courts are not cleaned up or have been damaged, I will be subject to any costs incurred by the City. I am also responsible to make certain that all rules and regulations are followed and am aware that violation of the rules and regulations could prohibit future applications for reservations by me or the organization I am representing.~~

INDEMNIFICATION

INDEMNIFICATION. LICENSEE agrees that it will indemnify and save the CITY harmless of, from and against any and all claims, demands, actions, damages, losses, costs, liabilities, expenses and judgments (hereinafter "claims") recovered from or asserted against CITY on account of injury or damage to persons or property to the extent that any such damage or injury may be incident to, arise out of, or be caused, either proximately or remotely, in whole or in part, by an act, omission, negligence or misconduct on the part of LICENSEE or any of its agents, servants, employees, contractors, patrons, guests, licensees or invitees or of any other person entering upon the LICENSED PREMISES with the express or implied invitation or permission of LICENSEE, or when and such injury or damage is the result, proximate or remote, of the violation by LICENSEE or any of its agents, servants, employees, contractors, patrons, guests, licensees or invitees of any law, ordinance or governmental order of any kind, or when any such injury or damage may in any way arise from or out of the occupancy or use by the LICENSEE, its agents, servants, employees, contractors, patrons, guests, or invitees. LICENSEE further expressly covenants and agrees to protect, defend, indemnify, and hold harmless the CITY from all claims based upon alleged joint and/or concurrent negligence of the CITY and LICENSEE arising out of or incident to LICENSEE's occupancy or use of the LICENSED PREMISES. LICENSEE covenants and agrees that in case CITY shall be made a party to any litigation commenced by or against LICENSEE or relating to this LICENSE or to the LICENSED PREMISES, then LICENSEE shall and will pay all costs and expenses, including reasonable attorney's fees and court costs, incurred by or imposed upon CITY by virtue of any such litigation.

ACKNOWLEDGEMENT: I _____ (printed name) hereby acknowledge that the solicitation of, and/or administering or receiving paid instructions, lessons, or therapy, and the sale of any merchandise at this public facility is strictly prohibited.

Signature_____Date: _____

Confirmation of Park Reservations by signature below only. ~~!~~ Application subject to a ~~24-hour~~24-hour application review period prior to approval by ~~the City~~Administration.

City of Tomball: _____(City Staff) Date: _____

PLEASE KEEP YOUR CONFIRMATION READILY AVAILABLE FOR PROOF OF RESERVATION KEEP THIS FORM WITH YOU AT THE PARK!!!!

Public Works DeptCity of Tomball-
501 James Street TomballStreet, Tomball, Texas, 77375-
Phone: (281) 290-1400;
~~after-After~~ hours, Police DeptDepartment: Dispatch:- (281)-351-5451

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SUBJECT SPORTS COURTS RESERVATION RULES & APPLICATION	NUMBER: 24	EFFECTIVE DATE: November 3, 2025	PAGE <u>3</u> OF <u>23</u>
	REVISED: November 3, 2025	APPROVED BY CITY MANAGER: November 3, 2025	
	SUPERSEDES: November 7, 2022	APPROVED BY CITY COUNCIL: November 3, 2025	

Renters Information:

Organization: _____ Type of Event (personal, league, special event): _____

Contact Person: _____

Email: _____ Phone: _____

Address: _____ City _____ St. _____ Zip: _____

Debit/ Credit Card Information:

Name on Card: _____ Card Number: _____

Card Expiration: _____ Security Code: _____

Address: _____ City: _____ St. _____ Zip: _____

I have read the Sports Courts Rules and Regulations. I acknowledge that I am responsible for cleaning the courts after use. If the courts are not properly cleaned or are damaged, I agree to be financially responsible for any costs incurred by the City. I also understand that I am responsible for ensuring all rules and regulations are followed, and that any violation may result in denial of future reservation request for myself or the organization I represent.

Signature: _____ Date: _____

City of Tomball: _____ (City Staff) Date: _____

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City of Tomball
SPORTS COURTS RESERVATION FORM
Rules and Regulations
(281)290-1400
Fax # (281) 351-4735

Office Hours 8:00am-5:00pm Park Hours 8:00am-10:00pm

The general public may reserve tennis and pickleball courts. Reserving courts will guarantee availability. Individuals may not utilize city facilities for profit making endeavors.

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6. No littering.
7. No loud music.
8. No display or use of firearms of any kind.
9. Park closes at 10 p.m. unless previous arrangements are made.
10. Limit of four (4) persons per court, 2 hour time limit.
11. Tennis Courts will be limited to 3 courts reserved at one time; 1 court will remain for open play.
12. Reservations for courts will have a two-day reservation maximum per week.
13. Pickleball courts may only be reserved Monday thru Friday from 11 a.m. to 5 p.m.
14. No more than 4 months reserved at one time, no more than 3 months in advance.
15. Tennis shoes must be worn at all times.
16. No roller skating, skate boarding, bicycles or hockey allowed on courts at any time.

☐ Residency verification : _____ (city staff)

INDIVIDUAL RESERVATIONS:

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☐ NON-RESIDENT ☐ PER COURT 2 HOUR \$10.00

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Contact Person: _____ Email: _____

Business Phone: _____ Home Phone: _____ Fax: _____

Home Address: _____ City: _____ St. _____ Zip: _____

I have read the Tennis Court Rules and Regulations and understand that I am responsible for cleanup. If the Tennis Courts are not cleaned up or has been damaged, I will be subject to any costs incurred by the City. I am also responsible to make certain that all rules and regulations are followed and am aware that violation of the rules and regulations could prohibit future applications for reservations by me or the organization I am representing.

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ACKNOWLEDGEMENT: I _____ (printed name) hereby acknowledge that the solicitation of, and/or administering or receiving paid instructions, lessons, or therapy, and the sale of any merchandise at this public facility is strictly prohibited.

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Public Works Department 501 James Street Tomball, Texas (281) 290-1400, after hours, Police Dept. Dispatch 281-351-5451