



CITY OF LAS VEGAS  
PARKS, RECREATION & CULTURAL AFFAIRS

Parks • Rec • Arts

**SHORT TERM FIELD USE FEE SCHEDULE**

(EFFECTIVE AUGUST 1, 2025)

**A. SHORT TERM FIELD USE PERMITS.** Short term field use permits are limited to:

- a. Recreational events that do not require participants to pay a fee or make a donation to participate
- b. Camps, clinics, and non-local games

Short Term permits are issued for a minimum of 1 hour, with start times on the hour or the half hour, in 60 or 30 minute increments. Quarter hour permits start or end times are not available. Scoreboards, concessions or vendors are not allowed for short term permits. Field use permits that do not meet these qualifications are classified under the Sporting Event Fee Schedule.

		<b>Box Fields:</b> Football, Lacrosse, or Soccer Fields	<b>Box-Short Sided Fields:</b> (approval required)	<b>Diamond Fields:</b> Baseball or Softball Fields
<input checked="" type="checkbox"/>	Short Term Field Use Fee	\$85/hr/field	\$125 / hr /field	\$42/hr/field
<input checked="" type="checkbox"/>	LOCAL Youth Fee	Game or Practice Field usage that does not qualify for an allocation permit.		\$20 / hr / Diamond Field \$20 / hr / Box Field, Practice \$40 / hr / Box Field, Game
<input checked="" type="checkbox"/>	Lighting Fee	For the purpose of assessing the Lighting Fee, partial hours of use are rounded up to the next whole hour. The Lighting Fee will be assessed and is due prior to the issuance of a field use permit. Based on the field use permit, the time lights will be billed from is according to the following monthly schedule: March-April: 6:00pm; May-August: 7:00pm; September: 6pm; October: 5pm; November-January: 4pm; February: 5:00pm.		\$20/hr/field
<input checked="" type="checkbox"/>	Lock Replacement Fee	If permitted, user is determined to have had the last access to a damaged/lost lock, there will be a charge to have the lock replaced.		\$250/ per lock

**B. SHORT SIDED FIELDS.** Each City Box Field is designed as a single field. Approval must be received to modify field sizes or temporarily convert to multiple fields. Modifying field sizes may result in additional charges. All painting and modifying of fields (small sided) MUST be approved by Las Vegas Citywide Sports in writing prior to such modification. Failure to obtain such approval may result in disciplinary action and assessment of additional fees.

**C. CANCELLATION FEE.** Written notice of cancellation for short term permits received more than 30 days prior to the permitted field use date will receive a full refund of fees paid to the City of Las Vegas. A 50% cancellation fee will apply to short term permits when written cancellation is received 30 days or less prior to the date of the permitted field use date. Approved refunds will take approximately 2-4 weeks to be processed.

Department of Parks, Recreation & Cultural Affairs Athletic Field Use Fee Schedule  
Effective AUG 1, 2025 until Replaced



Parks + Rec + Arts

**EXHIBIT A**  
**CITY OF LAS VEGAS**  
**PARKS, RECREATION & CULTURAL AFFAIRS**

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**ATHLETIC FIELD USE FEE SCHEDULE**

(EFFECTIVE AUGUST 1, 2025)

**THE FOLLOWING FEES SHALL APPLY IF THE BOX IS APPROPRIATELY MARKED.**

**I. FIELD ALLOCATION FEE SCHEDULE**

**A. FIELD USE FEES.** Field allocations are permitted to local adult or youth leagues that have a minimum of 4 teams in each individual age division that compete against each other and have a verifiable schedule. Allocation permits are issued after a request has been submitted, approval has been granted, all required documents are received, fees are paid, and insurance requirements are met.

<input checked="" type="checkbox"/>	<b>Field Use Fee</b> Allocation field use permits are issued for a minimum of 2 hours, with start times on the hour or the half hour, in 60 or 30 minute increments. Half or quarter hour permit start or end times are not available. <b>Payment Schedule - for Allocation Permit each season:</b> Payment for the first 3 months of permit must be paid at permit issuance. The remaining balance must be paid no later than 60 days after the first date of the allocation season. All requests for additional fields must be paid in full at time of request. Users with past due balances may be subject to permit suspension and/or revocation.	\$8/hr/field
<input checked="" type="checkbox"/>	<b>Youth Special Affiliation Fee – Practice Only</b> A local youth organization that does not administer a league and is affiliated with a state or national youth organization.	\$20/hr/field
<input checked="" type="checkbox"/>	<b>Lighting Fee</b> Lights will be programmed according to the following schedule: March–April: 6:00pm; May–August: 7:00pm; September: 6pm; October: 5pm; November–January: 4pm; February: 5:00pm, unless field use time begins after the times listed. For the purpose of assessing the Lighting Fee, the amount of time lights were used as represented in the lighting system during the billing period will be used to calculate the total lighting fee. The Lighting Fee will be assessed and billed to the Organization monthly. Payment of the Lighting Fee shall be made to the City within fifteen (15) days from the billing date set forth in the invoice. <b>Accounts with lighting fees in arrears will not be permitted to obtain additions to existing use permits, new seasonal allocation permits and existing use permits may be suspended until the balance due has been paid.</b>	\$10/hr/fields used with normal allocated field fee
<input checked="" type="checkbox"/>	<b>Concession Building Season Permit Fee</b>	\$1,000/building/season
<input checked="" type="checkbox"/>	<b>Scoreboard Use Permit</b>	Complimentary if scoreboard controller is owned or rented
<input checked="" type="checkbox"/>	<b>Scoreboard Controller Season Rental Fee (as available)</b> Controller rental period will be the duration of the allocation season. Renter will be responsible for the repair/replacement expense if damage of any kind is suffered by the scoreboard controller(s) used in conjunction with the Sporting Event.	\$100/controller/season
<input checked="" type="checkbox"/>	<b>Lock Replacement Fee</b> If permitted user is determined to have had the last access to a damaged/lost lock, there will be a charge to have the lock replaced.	\$250/per lock
<input checked="" type="checkbox"/>	<b>Strike Fee</b> The Disciplinary Policy outlines guidelines for warnings and strikes. These fees will be assessed if the user group violates the policies and/or codes.	1 <sup>st</sup> Strike - \$25 2 <sup>nd</sup> Strike - \$50 3 <sup>rd</sup> or more - \$100 per strike



## **LAS VEGAS CITYWIDE SPORTS - SPORTING EVENT FIELD USE FEE SCHEDULE**

**(EFFECTIVE JANUARY 1, 2026)**

**A. SPORTING EVENT FIELD USE PERMITS.** Sporting event field use permits are for any field use permits that do not qualify under the short term definition. A Short Term field use permit is defined as follows: recreational events that do not require participants to pay a fee or make a donation to participate & camps, clinics, and non-local games. Scoreboards, concessions or vendors are not allowed for short term permits.

Sporting event field use permits are issued for a minimum of 4 hours per field, per day, on the hour or the half hour, in 60 or 30 minute increments. No quarter hour permit start or end times.

	<b>Box Fields:</b> Football, Lacrosse, or Soccer Fields	<b>Box-Short Sided Fields:</b> (approval required)	<b>Diamond Fields:</b> Baseball or Softball Fields
<input checked="" type="checkbox"/>	Sporting Event Field Use Fee	\$85/hr/field	\$125 /hr/field

**B. SHORT SIDED FIELDS.** Each City Box Field is designed as a single field. Approval must be received to modify field sizes or temporarily convert to multiple fields. Modifying field sizes may result in additional charges. All painting and modifying of fields (small sided) MUST be approved by Las Vegas Citywide Sports in writing prior to such modification. Failure to obtain such approval may result in disciplinary action and assessment of additional fees.

**C. COMPLEX SECURITY DEPOSIT.** A Security Deposit is required to secure fields for a sporting event. The deposit is \$100.00 per field with a minimum of \$300.00 per facility. Security Deposits are **NON-REFUNDABLE** if the sporting event is cancelled by the organization for any reason. Deposits are due as follows:

<u>Month of Sporting Event:</u>	<u>Due Date:</u>
January, February	May 1 <sup>st</sup> of previous year of event
March	December 1 <sup>st</sup> of previous year of event
April, May, June, July	January 1 <sup>st</sup> same year of event
August, September, October, November, December	May 1 <sup>st</sup> same year of event

Examples to determine Security Deposit Amounts:

<u>Facilities Reserved:</u>	<u>Number of Fields Reserved at Facility:</u>	<u>Total Security Deposit to be paid:</u>
Thunderbird/Viper	Two (2)	\$300.00 (minimum)
Kellogg Zaher	Six (6)	\$600.00 (\$100.00 per field, minimum met)

The Security Deposit may be retained by the City of Las Vegas until the Organization has performed its obligations to the City of Las Vegas, including without limitation, submission of all required documents, after the City has determined that there is no damage of any kind suffered by the sports complex or athletic fields used in conjunction with the Sporting Event and all outstanding fees have been paid in full. If the Organization has performed all of its obligations required under this Agreement, and there is no damage to the sport complexes or Athletic Fields used for the Sporting Event, the Security Deposit will be refunded by the City. Approved refunds will take approximately 4-6 weeks to be processed.

Prior to final payment for the field use permit, the User Group must submit all documentation, licenses, permits, and fulfill any other requirements and deadlines set forth in the Policies Handbook or the field use permit reservation will be cancelled and any fees or deposits paid by the User Group to the City will be forfeited. If the Organization fails to perform its obligations to the City, including without limitation, submission of all required post event documents no later than 30 days following the date of the Sporting Event, the Complex Security Deposit may be forfeited and additional fees may apply.

**D. CANCELLATION FEES.**

1. Security Deposits - Once the fields have been accepted, entire events that are cancelled forfeit the entire security deposit. If individual fields are cancelled, each field would forfeit \$100.00 of the Security Deposit.



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Example to determine forfeited amount of Security Deposit:

Facilities Reserved and Total	Number of Individual Fields	Amount of Deposit Forfeited if Individual Field is Cancelled:
Number of Fields Reserved:	Cancelled:	
Thunderbird/Viper (2)	One (1)	\$100.00
Kellogg Zaher (6)	Two (2)	\$200.00

2. Field Usage Fees - Updating a field use reservation to include less than the reserved number of fields or hours will be considered a cancellation. Field use reservations cancelled with more than 30 calendar days prior to the date of the Sporting Event will receive full refunds of field fees paid to the City of Las Vegas. Approved refunds will take approximately 4-6 weeks to be processed. A 30% Cancellation Fee of the applicable field use rate will apply to field use reservations if cancellation notice is received with 30 calendar days or less but more than 15 calendar days prior to the date of the Sporting Event. A 50% Cancellation Fee of the applicable field rate will apply to field use reservations if cancellation notice is received with 15 calendar days or less prior to the date of the Sporting Event. All cancellations must be submitted with a minimum of 4 business days prior to event.

Example to determine the amount of a field usage cancellation fee:

Field Reserved:	Hours Reserved:	Hours Changed to:	30% Cancellation Would Be: <u>(received 30-16 days prior to event)</u>	50% Cancellation Would Be: <u>(received 15 or less days prior to event)</u>
Box Field (\$85/hr)	8:00 a.m. to 5:00 p.m.	9:00 a.m. to 4:00 p.m. (cancelled 2 hours)	\$85 x 2 hours = \$170 \$170 x 30% = \$51	\$85 x 2 hours = \$170 \$170 x 50% = \$85
Diamond Field (\$42/hr)			\$42 x 2 hours = \$84 \$84 x 30% = \$25.20	\$42 x 2 hours = \$84 \$84 x 50% = \$42

E. LATE NOTICE PROCESSING FEE. Requests to add additional field time to a sporting permit within 30 calendar days of the event date will be assessed a \$100 processing fee per request.

F. PARKING VIOLATION FEE. Per section 9.2 of the Policies Handbook, charging fees for facility parking or otherwise restricting access for those wishing to perform non-event activities at the facility is strictly prohibited at parks on City/BLM land. A fee of \$1,000 will be assessed if an organization is found charging for parking without prior authorization from the City of Las Vegas.

G. ADDITIONAL SPORTING EVENT FEES. In addition to the fees payable above, the following fees are payable if utilized for the sporting event.

<input checked="" type="checkbox"/>	Pre- and Post- Event Set-Up/Field Prep and Tear Down Times  Light fees will apply when set-up and/or tear down times occur after sunset.	\$10/hr
<input checked="" type="checkbox"/>	Lighting Fee  For the purpose of assessing the Lighting Fee, partial hours of use are rounded up to the next whole hour. The Lighting Fee will be assessed and is due prior to the issuance of a field use permit. Based on the field use permit, the time lights will be billed from is according to the following monthly schedule: March-April: 6:00pm; May-August: 7:00pm; September: 6pm; October: 5pm; November-January: 4pm; February: 5:00pm.	\$20/hr/ field
<input checked="" type="checkbox"/>	Scoreboard Controller Rental Fee (as available)  Controller rental period will be the duration of the sporting event. Renter will be responsible for the repair/replacement expense if damage of any kind is suffered by the scoreboard controller(s) used in conjunction with the Sporting Event.	\$100/controller
<input checked="" type="checkbox"/>	Scoreboard Use Permit	Complimentary if scoreboard controller is owned or rented
<input checked="" type="checkbox"/>	Concession/Vendor Fee  Applies for any <u>Sporting Event organizer</u> or <u>3<sup>rd</sup> -party organizations and businesses</u> serving/sampling/selling food, beverages, products, merchandise and/or services to event attendants.	\$500 flat fee/event  Per Location