



TOWN OF SANTEE

PARKS & RECREATION DEPARTMENT

PICKLEBALL COURT

RESERVATION APPLICATION

The primary purpose of the Pickleball Courts is to enhance recreational opportunities for residents of the Town of Santee, Orangeburg County, and surrounding communities. The six existing courts are available on a first-come, first-served basis unless a prior reservation has been made through the Town of Santee.

MAYOR
DONNIE L. HILLIARD

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CLERK/TREASURER
WILLIA B. WRIGHT

194 Municipal Way | P.O. Box 1220 | Santee, SC 29142 | Phone: 803.854.2152 | Fax: 803.854.3233 | www.townofsantee-sc.org

1. CONTACT INFORMATION

Name of Person/Organization requesting reservation: _____

Address: _____

City: _____ State: _____ ZIP: _____

Day Phone: (____) _____ Evening: (____) _____

Email Address: _____

2. EVENT INFORMATION

Purpose of Event: _____

Date of Event: _____

Start Time: _____ End Time: _____

Est. Attendance: Adults: _____ Children: _____ Total: _____

3. COURT RESERVATION

Number of courts requested: _____

Number of hours requested: _____

Type of Reservation (Please check one):

- ☐ Standard Rate (\$10/hour)
- ☐ School / Non-Profit (\$8/hour)
- ☐ Active Military Discount (10%)
- ☐ Tournament / Full Day Reservation
- Tournament Fees \$200/day+ hourly fee
 - School / Non-Profit: Tournament Fees - \$50/day + hourly fee

Special Needs or Equipment Request: _____

4. FEES & PAYMENT INFORMATION

HOURLY COURT RESERVATION FEES		TOURNAMENT / FULL DAY FEES
Standard Rate	\$10/hour	Tournament Fees: \$200/day+ hourly fee
School/Non-Profit	\$8/hour	School / Non-Profit Tournament Fees: \$50/day+ hourly fee
Active Military Discount	10%	

SECURITY DEPOSIT

All full day reservations will have a required \$100 separate security deposit that must be paid prior to reservation being booked. Security deposits will be returned within 2 weeks of play date if there is no damage.

PAYMENT INFORMATION

Reservation Deposit paid on Date _____ Receipt # _____

Tournament Fee: \$ _____

Pickleball: _____ hours _____ per hour \$ _____

Number of courts requested: _____

PAYMENT REQUIRED TO COMPLETE YOUR RESERVATION:

- ☐ Cash
- ☐ Check # _____

TOTAL AMOUNT DUE:

\$ _____

5. RESERVATION AGREEMENT

This reservation agreement made this _____ day of _____, 20____ between the Town of Santee here in after called "Lessee". This agreement may not be modified in any way.

I, _____ have read the Town of Santee's Pickleball Court Reservation Policy. I am aware and understand that to schedule the Town of Santee's Pickleball Court, I must be in accordance with all reservation policies.

Signature: _____ Date: _____

Name or Organization: _____

6. HOLD HARMLESS AGREEMENT

I, _____, and/or organization _____
(Print Organization Name) (Print Organization Name)

shall indemnify, defend, and hold harmless Town of Santee, Town Council, boards, commissions, officials, employees, and volunteers (indemnities) from and against any and all loss, damages, liability, claims, suits, costs, and expenses whatsoever, including reasonable attorneys' fees (claims), arising from or in any manner connected to "individual/group/organization" use of town property or equipment, whether alleged or actual.

Signature: _____ Date: _____

Name or Organization: _____



**OFFICE
USE ONLY**

Date Received: _____ Reservation Approved: Yes No Reservation #: _____

Payment Received: Yes ☐ No ☐ Date: _____ Deposit Received: Yes ☐ No ☐ Date: _____

Deposit Returned: Yes ☐ No ☐ Date: _____ Staff Initials: _____

Notes: _____

Thank you for Supporting Recreation in Santee!