

TOWN OF DARIEN
PARKS AND RECREATION DEPARTMENT
TOWN HALL, 2 RENSRAW ROAD
DARIEN, CONNECTICUT 06820-5397
TELEPHONE 203 656-7325
FAX 203 656-7380



PAMELA GERY
DIRECTOR OF
PARKS AND RECREATION

JAMES H. COGHLAN
ASSISTANT DIRECTOR OF
PARKS AND RECREATION

August 13, 2015

Dear Paddle Tennis Participant,

I hope your summer is going well and you are looking forward to the upcoming paddle tennis season!

We are pleased to announce the lottery draw for block time for the 2015 – 2016 season which starts October 12th and ends March 26th. Any group interested in requesting block time must return the enclosed sheet by **Friday, September 18th, 2015**. If necessary, a lottery drawing will be held on Tuesday, September 22nd to determine group assignments. Requests for block time **must include first, second and third choices**. Failure to include several choices may result in no block time granted. Groups must pay in full for original requested time blocks. After the lottery draw, any additional requests are subject to availability.

The lottery draw will be run on a classification system. We classify groups in accordance to the number of courts per hour in conjunction with the simultaneous number of hours requested. For example, groups that wish to play paddle for three hours using three courts will be drawn along with similar groups. Groups requesting the largest amount of court time will be drawn first. This ensures we maximize the use of our courts. **All block time reservations must be paid in full by Wednesday, October 7th, 2015. Failure to pay by this date could result in forfeiture of court time.** Any group or person wishing to reduce their request after court time has been assigned may do so only if there is a group or person on a waiting list for that court time.

Block time reservations will be accepted for any hour the courts are open, Monday – Sunday. Hours of operation are:

<u>Day</u>	<u>Time</u>
Monday - Friday	9 am – 10 pm
Saturday	8 am – 10 pm
Sunday	8 am - 6 pm

The maximum number of courts that can be reserved at any one hour is three, unless historically approved by the Park & Recreation Commission. We will leave at least one court open for drop-in use.

Fee structure for block time use is as follows:

<u>Day</u>	<u>Time</u>	<u>Fee</u>
Monday - Friday	9 am - 5pm	\$20/one hour booking/court
Monday - Friday	9 am - 5pm	\$30/1.5 hour booking/court
Monday - Friday	5 pm - 10 pm	\$25/one hour booking/court
Monday - Friday	5 pm - 10 pm	\$37.50/1.5 hour booking/court
Saturday	8 am – 5 pm	\$20/one hour booking/court
Saturday	8 am – 5 pm	\$30/1.5 hour booking/court
Saturday	5 pm – 10 pm	\$25/one hour booking/court
Saturday	5 pm – 10 pm	\$37.50/1.5 hour booking/court
Sunday	8 am – 5 pm	\$20/one hour booking/court
Sunday	8 am – 5 pm	\$30/1.5 hour booking/court
Sunday	5 pm – 6 pm	\$25/one hour booking/court
Sunday	4:30 pm – 6 pm	\$37.50/1.5 hour booking/court

Courts and times not blocked are available for daily reservation up to a week in advance or first-come, first-serve to the general public. Anyone wishing to book a court on a non-block basis should reserve online at www.darienct.gov/parkrec. You may also reserve a court in-person at the courts. Any court reservation questions should be addressed to the court supervisor at 203-656-7350.

A fee schedule is included on the next page of this packet. Please call or email us at the Parks and Recreation Office to book a paddle party, including use of the paddle hut and fire pit.

We hope that everyone enjoys their time at the courts this year! Please do not hesitate to contact me with any questions or concerns at 203-656-7325 or via email at jcoghlan@darienct.gov.

Sincerely,



Jim Coghlan

Assistant Director of Parks and Recreation

DARIEN PARKS AND RECREATION
PADDLE TENNIS RULES AND REGULATIONS
SEASON: OCTOBER 12, 2015 - MARCH 26, 2016

COURT AVAILABILITY

- Courts will be available for play:
 - Monday - Friday: 9:00 am - 10:00 pm
 - Saturdays: 8:00 am - 10:00 pm
 - Sundays: 8:00 am - 6:00 pm

- Supervisors will be on duty:
 - Monday - Friday: 9:00 am - 2:00 pm and 5:00 pm - 10:00 pm
 - Saturdays: 8:00 am - 10:00 pm
 - Sundays: 8:00 am - 6:00 pm

COURT FEES

- Fees:
 - \$20.00 /1-hour reservation/court before 5:00 pm
 - \$30.00/1.5-hour reservation/court before 5:00 pm

 - \$25.00 /1-hour reservation/court after 5:00 pm
 - \$37.50/1.5-hour reservation/court after 5:00 pm

- Seniors Fees: Seniors (ages 65 and over) play free Monday - Friday before 5:00 pm (Full payment required evenings / weekends / holidays)

- Paddle Parties: Group party time is available on Friday & Saturday evenings and must be reserved 2 weeks in advance. Payment is due 2 weeks prior to date of play. No refunds will be granted unless courts close due to unsafe weather conditions. Please visit Parks & Recreation at www.darienct.gov/parkrec to obtain the complete rental policy and to book a paddle party. The fees to book a party are \$50.00/hour for the paddle hut rental plus a 2 hour minimum court reservation fee as per the schedule above. The paddle hut rental fee is waived if all 5 courts are reserved for the party.

RULES AND REGULATIONS

- All cars must have a 2015 beach sticker to park in beach area. Paddle guests must be accompanied by a Darien resident.

- Proper tennis equipment must be used at all times; no hard-soled shoes allowed.

- Courts may be reserved by up to one week in advance online at www.darienct.gov/parkrec or by registering in-person with the paddle supervisor.
- Players must be present 10 minutes before reservation to avoid delays. Reserved court will be forfeited promptly on the hour to persons waiting to play.
- In the event that a reservation is concluded early, the next reservation for that court may use the extra time at no charge.
- Players must register with the paddle supervisor before play. Players must pay for court at that time (if payment is due). The person reserving the court is responsible for the total fee.
- Players who abuse the reservation system and/or fail to show for reserved times will lose the right to make future court reservations.
- Participants are limited to one hour of play during peak playing times and exceptions to this are at the discretion of the paddle supervisor. This particularly applies to weekends and holidays.
- Paddle court heaters are used only to melt snow and/or ice in order to get the courts ready for play and are not available during play.
- Private Instruction - Courts may be used by residents for private instruction subject to prior approval by the Parks and Recreation Department. Advanced reservation may be required for private lesson instruction. Court reservations can be obtained through the Parks and Recreation Department. Private instruction cannot take place during group lesson times. Private instruction is limited to one participant and one instructor.

THE PADDLE COURTS WILL BE CLOSED ON THE FOLLOWING DAYS:

Thursday, November 26 - Thanksgiving
 Thursday, December 24 - Christmas Eve
 Friday, December 25 - Christmas Day
 Thursday, December 31 - News Year's Eve
 Friday, January 1 - New Year's Day

The Darien Parks and Recreation Department reserves the right to alter the paddle tennis schedule and hours as needed.

**DARIEN PARKS AND RECREATION
PADDLE TENNIS COURTS
BLOCK TIME REQUEST**

Name of Requesting Group: _____

Name of Group Coordinator: _____
(contact person)

Address: _____

Home Phone #: _____ Cell Phone #: _____

Email: _____

First Choice:

Day(s) of Week: _____
Start & End Time: _____ (1 hour or 1½ hour booking)
Number of Courts: _____ (maximum of 3)
Date of use (list all dates): _____

Second Choice:

Day(s) of Week: _____
Start & End Time: _____ (1 hour or 1½ hour booking)
Number of Courts: _____ (maximum of 3)
Date of use (list all dates): _____

Third Choice:

Day(s) of Week: _____
Start & End Time: _____ (1 hour or 1½ hour booking)
Number of Courts: _____ (maximum of 3)
Date of use (list all dates): _____

