

Spring Co-Sponsor Meeting

Thursday, May 16, 2024, 6 p.m. ~ Beulah Recreation Center, Room C

- Greeting & Introduction of Staff
- Fee Schedule Changes
 - Lights, Field Use, Scoreboard Controllers
 - No Charge Unless Out of Defined Season
- Review of Updated Guidelines
 - Important Contact Information
 - 748-1624 for After-Hours (fastest, first line of contact after-hours)
 - athletics@chesterfield.gov
 - Adverse Weather Hotline 748-1001 or check website
 - Field Request Dates and Deadlines
 - Updated Co-sponsor Policy Highlights
 - Updated Policy & Form Will Be Emailed
 - 85% of Rosters Must be County Residents
 - Co-sponsor Fillable Form, Must Include
 - Insurance
 - Bylaws
 - Board with Name, Address, Email, & Background Expiration (if working with youth)
 - List of All Coaches/Volunteers with Background Expiration (if working with youth) submitted with form by July 1 *once per year*
 - Rosters and Non-resident Fees
 - Due 4 weeks After 1st Game
 - Background Check Policy
 - Updated Release of Information
 - 2nd Form for Release of Personal Information (Optional)
 - Print Your Own Volunteer Card from Website
(<https://www.chesterfield.gov/821/Recreational-Sports>)
 - Incident Reporting Immediately (call 748-1624 after hours)
 - Concessions
 - Food Safety Training Class Changes
 - Publicity Guidelines
 - Special Event Permit Applications
 - Requirements
 - Anything Other Than Practices or Games
 - Homecoming, Pep Rallies, Jamborees, etc. Require a Special Event Permit
 - Deadline of 30 Days Prior to Event