

**Maidstone Borough Council football pitch hire  
2019 / 2020 season terms and conditions**

1	<b>Booking a pitch for the season</b>
1.1	League teams and clubs are invited to register for a home pitch for the season from 1 August onwards.
1.2	<p>Teams should complete a home pitch booking request form available on the Maidstone Borough Council website and email it to <a href="mailto:pitchbookings@maidstone.gov.uk">pitchbookings@maidstone.gov.uk</a>.</p> <p>Home pitches are secured via a £100 deposit that must be paid in full before a home pitch is allocated to a team and confirmed.</p> <p>The £100 deposit will be credited to the team's account and deducted from the first quarter invoice, providing the team uses the pitch as their home pitch for the 2019/2020 season. Teams who do not use the home pitch for the 2019/2020 season will not be eligible for a deposit refund.</p>
1.3	The Council will send the hirer confirmation of home pitch allocation and a copy of the hire terms and conditions.
1.4	Home pitch allocations will be based on teams' historic allocations, to keep teams home pitches consistent with previous seasons. For teams new to Maidstone Borough Council pitches allocations will be made on a first-come first-served basis.
1.5	It is the hirer's responsibility to ensure that relevant club/team members such as the treasurer and team manager within the club are fully aware of the terms and conditions.
1.6	The team will send their fixture list for the whole season to <a href="mailto:pitchbookings@maidstone.gov.uk">pitchbookings@maidstone.gov.uk</a> a minimum of 10 days before the first game. The grounds maintenance team will work to this schedule and prepare the pitch for the team's home games. Teams found playing matches that are not on the fixture list and have not been booked will be in breach of rule 2.7.
1.7	It is the team's responsibility to inform <a href="mailto:pitchbookings@maidstone.gov.uk">pitchbookings@maidstone.gov.uk</a> of cup progress so that cup fixtures can be added to their schedule as required. Cup matches will be charged in the usual way.
1.8	<p>To book a pre-season friendly fixture or a charity match taking place between May and August email <a href="mailto:pitchbookings@maidstone.gov.uk">pitchbookings@maidstone.gov.uk</a> stating the date and time you would like to book the particular pitch.</p> <p>Payment for one-off matches must be made in advance of the fixture.</p>

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<b>2</b>	<b>Charges and Payments</b>																		
2.1	<p><b>2019/20 Charges</b></p> <table border="1"> <thead> <tr> <th>Pitch type</th> <th>Price for a single match</th> <th>Price per game when booking 10 or more matches</th> </tr> </thead> <tbody> <tr> <td>Adult game</td> <td>£57.60</td> <td>£48</td> </tr> <tr> <td>Junior game on an 11 v 11 pitch</td> <td>£38.40</td> <td>£32</td> </tr> <tr> <td>Junior pitch - 9 v 9 game</td> <td>£22.80</td> <td>£19</td> </tr> <tr> <td>Junior pitch – 7 v 7 game</td> <td>£16.80</td> <td>£14</td> </tr> <tr> <td>Changing rooms and showers (where available)</td> <td>£16.80</td> <td>£16.80</td> </tr> </tbody> </table> <p>Hiring a pitch does not include changing rooms and showers. These must be hired and paid for separately.</p> <p>Teams requiring changing rooms and showers must collect the key for the changing rooms from the Maidstone Borough Council grounds maintenance team and pay a £10 deposit for the season.</p>	Pitch type	Price for a single match	Price per game when booking 10 or more matches	Adult game	£57.60	£48	Junior game on an 11 v 11 pitch	£38.40	£32	Junior pitch - 9 v 9 game	£22.80	£19	Junior pitch – 7 v 7 game	£16.80	£14	Changing rooms and showers (where available)	£16.80	£16.80
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2.2	To qualify for junior rate all team members must be under the age of 18 years.																		
2.3	Teams in the U16, U17 and U18 age groups who play their league fixtures on an adult pitch will be charged at the junior game on an 11 v 11 pitch rate.																		
2.4	Hirers will be invoiced quarterly in arrears for the matches played in the previous quarter. Teams will have 30 days to pay that invoice. Failure to do so will result in suspension of the home pitch and Maidstone Borough Council will inform the respective league of this matter.																		
2.5	Invoices will be sent to the named hirer contact as detailed on the home pitch request form. Payment can be made online by card, by BACS, by telephone or in person at The Link in Maidstone Town Centre.																		
2.7	Teams found playing matches that have not been booked and are not on the scheduled fixture list will be charged for that fixture and in addition will be charged another pitch hire fee as a penalty.																		
<b>3</b>	<b>Fixtures</b>																		
3.1	<p>Home pitch allocations for the league football season 2019/2020 are available from Saturday 7 September 2019 until the last weekend in May 2020. After 31 May 2020 home pitch allocations cease. They will be reviewed for the 2020/2021 season.</p> <p>Teams not completing all their league fixtures before the end of May 2020</p>																		

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	should inform us via <a href="mailto:pitchbookings@maidstone.gov.uk">pitchbookings@maidstone.gov.uk</a> as soon as they are aware of this.
3.2	<p>Where pitches are shared by clubs from different leagues, the leagues concerned should liaise with each other to ensure that there are no double bookings.</p> <p>Where double bookings are identified in the season's fixtures priority will be given to the fixtures in the order that they are received from teams.</p> <p>In agreeing the kick off times the hirer/leagues will ensure that 11 v 11 kick off times are not earlier than 10.30am and no later than 2pm.</p>
<b>4</b>	<b>Training Facilities</b>
4.1	All parks in Maidstone can be used for football training but <b>penalty and goal mouths must be avoided</b> . The assembling of goal nets for football training constitutes pitch usage and you will be charged for pitch use.
4.2	Section 11 – the Football Hirer Code of Conduct will apply to training sessions
<b>5</b>	<b>Ground Conditions</b>
5.1	Maidstone Borough Council will maintain pitches throughout the season, and cut and prepare them for fixtures accordingly. The length of the grass is monitored throughout the season and the frequency of cuts in the winter months is assessed based on the levels of growth and rainfall.
5.2	<p>Maidstone Borough Council will cancel fixtures if the ground conditions are such that play would damage the pitches.</p> <p>A decision on the weekend fixtures will be made between 8am and 9am on the day of the match. Teams can call 01622 XXXXXX for updates on which matches have been cancelled and which are going ahead. Teams with afternoon fixtures should check the phone line during the morning for an update about their afternoon fixture.</p>
5.3	Where a fixture is cancelled for an issue with one particular pitch we will work to find a suitable alternative pitch for the fixture to go ahead on. We will communicate this with the home team so that both teams and the league can be informed. If no alternative pitch is available we will inform the home team of the need for the fixture to be postponed.
5.4	<p>It is the hirer's responsibility to ensure that an appropriately qualified referee is booked for each game and it will be the referee's responsibility to check the pitch prior to the game taking place.</p> <p>If a referee deems that a fixture cannot go ahead, the home team should email <a href="mailto:pitchbookings@maidstone.gov.uk">pitchbookings@maidstone.gov.uk</a> so that the bookings schedule for the team can be updated.</p>

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5.5	It is possible for a morning fixture to be postponed by the grounds team or a referee and for an afternoon fixture on the same pitch to go ahead.
<b>6</b>	<b>Cup Matches</b>
6.1	Priority is given to cup fixtures over league matches.
<b>7</b>	<b>Cancellations</b>
7.1	If the hirer needs to cancel their home league or home cup game the hirer must email <a href="mailto:pitchbookings@maidstone.gov.uk">pitchbookings@maidstone.gov.uk</a> before the match is due to take place stating the valid reason for cancellation. Failure to do so will result in the hirer being charged for the full amount.
7.2	If you have any questions regarding cancellations, please contact <a href="mailto:pitchbookings@maidstone.gov.uk">pitchbookings@maidstone.gov.uk</a>
<b>8</b>	<b>Code of Conduct</b>
8.1	The home team is responsible for informing the away team of the behaviour expected.
8.2	<p>Maidstone Borough Council's parks and open spaces are vital to the health, wellbeing and enjoyment of all residents. It is fundamental that football use does not have a negative impact on the enjoyment of the park for other people.</p> <p>Maidstone Borough Council expects:</p> <ul style="list-style-type: none"> <li>• Players, club representatives, coaches, parents and spectators to follow the FA Respect Guidelines at all times</li> <li>• Language to be suitable for an outdoor public space during daytime and not to direct foul or abusive language towards fellow players, staff, local residents and other park users</li> <li>• Players to treat each other with respect and not direct violence towards each other, local residents and other park users</li> <li>• Property to be treated with respect and no damage to be caused to lights, showers, benches, doors and any other objects in the park. Repair costs will be sought from individuals known to have caused damage.</li> <li>• Teams to adhere to decisions relating to pitches being unfit for matches. Teams found to have played on an unfit pitch will be charged a reinstatement fee equivalent to two match hire fees.</li> <li>• Teams to place all litter in the bins provided or take it away from the park with them. Please leave the park tidy for other users.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Players to leave changing rooms and showers tidy and not to wash boots and kit in the showers or sink. The mud causes blockages which are time-consuming and costly to fix.</li> <li>• Teams to pay their pitch hire fees in accordance with the payment terms</li> <li>• Teams not to play on pitches that have not been booked. Doing so will incur a penalty fee equal to two hire fees.</li> </ul> <p><b>Yellow card and red card system</b></p> <p>Maidstone Borough Council will issue a yellow card for each offence. Three yellow cards in the season will result in a red card and the withdrawal of booking privileges for Maidstone Borough Council pitches.</p> <p>In addition, all forms of warnings issued to the hirer will be shared with the relevant league, who may choose to issue their own fines.</p>
12	<b>Miscellaneous</b>
12.1	It is the hirer's responsibility to ensure that the team/club/league has the appropriate and robust safeguarding procedures in place including any relevant coaches/volunteers have undertaken relevant checks where required.
12.2	The home team/club is responsible for clearing away all litter from their matches.
12.3	Please note that leagues which are Maidstone-based will take priority in the allocation of pitches to leagues which are from outside the borough. If you decide to change leagues this may affect the allocation of your pitch.
12.6	Clubs should report any issues around pitch markings or grounds maintenance to <a href="mailto:pitchbookings@maidstone.gov.uk">pitchbookings@maidstone.gov.uk</a>
12.7	Maidstone Borough Council reserves the right to withdraw or change pitch allocation or pitch location at any time during the season for maintenance reasons. On all occasions we will endeavour to avoid doing this and will use the fixture schedule to plan the most suitable time for any works that are required.