PHOENIX TENNIS CENTER

Facility Rental Agreement and INVOICE for Leagues, Tournaments, Groups, & Schools

REV: OCT. 26 2026

Pay To the Order of: **The Phoenix Tennis Center**	**Event Information (Print Legibly or Circle):**
Organizer/Captain Name(s)	/
Primary/Alternate Phone(s)	/
Email Address	/
Organization Type	USTA ATA Inter-Club High School College Other:_____
Team Name	
Competition Level	3.0 3.5 4.0 4.5 5.0 5.5 6.0 6.5 7.0 7.5 8.0 8.5 9.0 Other:_____
Grouping	Ladies Men's Mixed Varied
Additional Information	

Details:				
Day(s) of Week	**Starting Time**	**Match Length**	**# of Courts**	**#Doubles/#Singles**

Match Dates:				
1.	2.	3.	4.	5.
6.	7.	8.	9.	10.
11.	12.	13.	14.	15.
16.	17.	18.	19.	20.

Payment due upon presentation. If by check, make out to the Phoenix Tennis Center	**COST: $**

Agreement of Terms: I have read, understand and will abide by the Phoenix Tennis Center Facility and Rental Agreement (on page two of this document).

Signature: _____ **Date:** _____

PTC USE ONLY		**Date**	**Clerk**	**Notes/Actions**
1.	Reservation Sheet Received			
2.	Entered into PlayByPoint			
3.	Payment Received / Mark Courts Paid			

6330 North 21st Avenue, Phoenix, AZ 85015 * 602.249.3712 phone * phxtenniscenter@yahoo.com

PTC Facility Rental Agreement

Use of the PTC Facilities for Leagues

- The Phoenix Tennis Center (PTC) has the right to refuse rental, cancel reservations, or remove individuals from the premises if the proposed use is deemed to be detrimental to the facility, or if any players or spectators display unruly, disruptive, or belligerent behavior.
- ANY schedule/event change requests must be EMAILED in detail and to the PTC Scheduler in advance. If approved, the "amendment" will supplement the original agreement.
- NOTE: LEAGUE TEAMS/Captains are required to check in at the front desk before play.
- LEAGUE TEAMS are offered 15 minutes free of charge either before OR after their scheduled court time, subject to court availability. If a Team exceeds that limit additional payment is required.
- All LEAGUE MATCHES are scheduled for two hours. Unless other arrangements are made and paid for in advance, all matches all League matches must use timed match rules.
- If a match is running long, the TEAM CAPTAIN or representative must immediately contact the Front Desk to inquire about court availability. If extra time is available, it must be arranged for and paid immediately.

Cleaning Requirements

- All related trash must be bagged and /or disposed of properly in trash receptacles.

Payments

- Organizers and LEAGUE CAPTAINS must have an active card linked to their secure *PLAYBYPOINT account system. All charges will be processed through that card on file to ensure an audit trail.
- LEAGUE TEAMS must pay for their full season a minimum of two weeks before their first match.
- Special Events (Tournaments) must pay for the event in full on or before the final day of play.
- Renter authorizes PTC to charge the card on file if payment is not made by the deadline.
- Should my Team or players cause any damage to the PTC facility, the renter will fully compensate PTC for repairs or replacements.

Cancellation

- TEAM CAPTAIN must notify PTC of a cancellation 24 hours or more prior to the time of the event for any possible reschedule or credit.
- If an act of nature, such as rain, interferes with any event or league matches, the TEAM CAPTAIN will contact the PTC within 7 days to arrange a new date within time frames set by the League Coordinator. If a replacement date cannot be mutually agreed to within 30 days, the PTC will credit renter for a future season, unless available open dates were rejected without cause. The PTC does not refund payments.

Prohibited Activities

- Animals are not permitted on the premises, unless supported by law (Service animals only, no comfort or emotional support animals They must always remain at the owners side.
- No Smoking on the PTC Campus
- Glass containers and alcoholic beverages are not allowed on PTC premises without a City permit.
- All visitors and players shall not use or stream foul language, as the PTC is a family-friendly facility.
- Organizer/Renter and its invitees must observe the law and all city rules and regulations regarding the PTC facilities and parking lot.

Indemnification

- I hereby acknowledge that participating in tennis and related activities involves known and unanticipated risks , which could result in accident, injury or death, and I expressly assume all such risks.
- I voluntarily release, forever discharge, and agree to indemnify and hold harmless PTC from any and all claims, demands, or causes of action connected in any way to my participation or use of PTC equipment and facilities.

Sign To Acknowledge in Space on Page 1