



The Recreation Center at Bear Branch Park

Outdoor Covered Sports Courts & Indoor Court

Reservation & Use Procedures

Definitions:

- i. **Procedures** are guidelines set forth to provide specific directions and instructions and to assign or identify responsibilities towards achieving intended results.
- ii. **Park Rules** refers to [Order No. 019-09 Rules and Regulations for Parks.](#)
- iii. **Park Fees** refers to [Order No. 020-09.](#)
- iv. **Public** means both residents of the Township and non-residents.
- v. **Season** means a period of at least eight weeks with consistent weekly or weekend use.
- vi. **The Woodlands Township In-House Programs and Events** refer to programs and activities coordinated and produced by The Woodlands Township.
- vii. **General Programs Independent Contractor** refers to an Independent Contractor holding a current program contract with The Woodlands Township. Programs are advertised and submitted in accordance with The Woodlands Township Action Guide/ program registration schedule. Participation and program demand guides timeslot allocation.
- viii. **Fitness Independent Contractor** refers to an Independent Contractor holding a current fitness contract with The Woodlands Township as an approved fitness provider in the parks, gym space or a combination of the two during non-programmed/ rental time. This contract allows businesses/ programs to operate on The Woodlands Township's property. Reservation permits, marketing and registration are not included in this contract.
- ix. **Qualified Organizations** means any non-profit organization which promotes or sponsors athletic, recreational or social activities and primarily serves residents of the Township, and which meets the criteria set forth herein.



Upon application to the Department, an organization shall be designated as a Qualified Organization provided the following requirements are satisfied:

- a. Submission of a current financial statement for the organization;
- b. Provision of a list of the governing body's, including officers' or other authorized representatives' contact information prior to using facilities;
- c. At least 60% of the members of the Qualified Organization and the participants in the programs or activities to be conducted by the Qualified Organization at the Township Facility must be residents of the Township;
- d. Provision of a minimum of \$1,000,000 General Liability insurance policy covering each participant and naming the Township as an additional insured.

Fees:

Bear Branch Park Sports Courts	Resident	Non-Resident	Qualified Organization
Indoor Gymnasium (when facility open)	\$50/ hour	\$100/ hour	\$40/ hour
Indoor Gymnasium (when facility closed)	\$100/ hour	\$200/ hour	
Full Court Outdoor Covered Basketball	\$35/ hour	\$70/ hour	\$25/ hour
Half Court Outdoor Covered Basketball	\$20/ hour	\$40/ hour	\$10/ hour

Reservation Schedule:

	<i>SPRING</i> <i>January through May</i>	<i>SUMMER</i> <i>June, July, August</i>	<i>FALL</i> <i>Sept, Oct, Nov, Dec</i>
<i>The Woodlands Township In-house Programs & Events</i>	Planned Yearly		
<i>General Programs Independent Contractor</i>	In conjunction with the tri-annual Action Guide production		
<i>Fitness Independent Contractor & Qualified Organizations</i>	1 st Monday (December)	1 st Monday (April)	1 st Monday (August)
<i>Public Reservations</i>	2 nd Monday (December)	2 nd Monday (April)	2 nd Monday (August)



General Guidelines:

- i. All park and Sport court rules apply.
- ii. Full payment due at the time of reservation.
- iii. Permits will only be made within the season per each registration period.
- iv. Time slots are not guaranteed from season to season (Spring, Summer, Fall)
- v. Refund requests must be made 10 business days prior to use date in order to receive a refund.
- vi. Any organization/team/permit holder with 8 or more reservation dates (seasonal use) per tri-annual registration period must hold a contract or become an approved qualified organization.
- vii. Reservations must be inclusive of set-up and clean-up time. Other reservations may be booked prior to or after your permit. Other programs and reservations may be in progress at the same time as your permit in the facility during open hours.

**THE WOODLANDS
TOWNSHIP**

**WELCOME TO
BEAR BRANCH COVERED SPORT COURTS**
COURT HOURS 8 A.M. TO 11 P.M.
PLAY SAFE AND SENSIBLY

RULES

- Enter and use at your own risk.
- This is a multi-purpose space and not limited to basketball.
- The Woodlands Township scheduled programs and reservations have priority use. Otherwise, use is on a first come, first served basis.
- No person or organization may schedule regular use of the covered sport courts on a continuing basis without a facility reservation.
- Organized team practices, paid coaching or programs not permitted unless recognized as a program or approved organization through The Woodlands Township Parks and Recreation Department.
- No food, drinks (except water), gum, glass, smoking or pets are allowed on the courts at any time.
- No rollerblades, skates, skate boards, scooters, bicycles or motorized vehicles.
- Proper footwear required. No black sole shoes, hard soled street shoes, or high heels allowed on court surface.
- Be respectful – No threatening, abusive or offensive language or fighting tolerated.
- Graffiti, stickers, tape and tagging prohibited. Vandalism will result in court closure.
- No dunking, hanging on the basketball rims or pulling nets.
- Keep courts clean. Use trash/recycling cans and leave courts free of litter and debris.
- No chairs, tables, equipment or other objects that can scrape or damage allowed on court surface.
- All other park rules apply.

CALL 911 FOR EMERGENCIES ONLY
TO REPORT VANDALISM, SERVICE CONCERNS OR FOR INFORMATION
CALL PARKS & RECREATION DEPARTMENT 281-210-3800
THIS IS A PARTIAL LISTING OF THE PARK RULES, THE COMPLETE LIST
IS AVAILABLE BY CALLING THE NUMBER ABOVE.



