

SOUTH FIELD USAGE GUIDELINES

Truman State University

GENERAL GUIDELINES

1. The south field is located south of the tennis courts on Florence Street. This field has also been called the “band field” and the “rugby field”.
2. The south field may be reserved by Truman student organizations and departments for special events or sport club contests. The field may not be reserved for sport club practices.
3. The marching band sponsored by the Fine Arts Division has first priority on the field Mondays through Fridays in the fall semester.
4. Reservation requests must be made through the Truman State University Outdoor Request process. Written cancellation notice is requested at least 48 hours in advance.
5. Vehicles are **NOT** to be driven or parked on the field or its grassy perimeter areas, except by written special permission of the Director of Physical Plant and the Director of the Student Union.
6. Non-freestanding tents or canopies (stakes or tent pegs) are prohibited. Exceptions may be granted with written special permission by the Director of Physical Plant.
7. Field markings (boundaries, etc for specific games) are the responsibility of the sponsoring organization/department.
8. Wet or muddy field conditions may result in the closure of the field and cancellation of scheduled activities.
9. Failure to abide by university policies and guidelines may result in the loss of scheduling privileges and/or referral to the Judicial Affairs Office.

DETERMINATION OF SPACE RESERVATION REQUESTS GRANTED

1. Requests for south field for large special campus-wide events **will be accepted up to one year in advance of the event.**
2. Requests for south field for the **fall semester** (from the start of classes in August through the semester break in December) will be accepted during the Student Union’s lottery for fall semester meeting rooms, usually in April. Space assignments will be made by Reading Day whenever possible.
3. Requests for space reservations for the **spring semester** (from the start of classes in January through the semester break in May) and **summer** (from the start of May classes through semester break in July/Aug) will be accepted during the Student Union’s lottery for spring semester meeting spaces usually in November. Space assignments will be made by Reading Day whenever possible.
4. To resolve conflicting requests received during the lottery period, the Director of the Student Union may convene a meeting of all interested parties.
5. Requests for space reservations received after the specified lottery process period will be assigned on a “first-come, first-served” basis after initial assignments are made.