

DEPARTMENT OF RECREATION AND PARKS  
TENNIS RESERVATIONS  
P.O. BOX 5385  
GLENDALE, CA 91221

**RESERVATION TENNIS  
RULES AND REGULATIONS  
EFFECTIVE- JULY 1, 2005**

1. You must be a Reservation Cardholder to make advance reservations.

For days and times of our tennis facilities, please see the reverse side of this form.

2. Applications for reservation cards can be obtained at any Pay Tennis Facility or by writing to the Department of Recreation and Parks, Tennis Reservations office **P.O. Box 5385, Glendale, CA 91221**. Reservation card will be valid for one year, and must be renewed 12 months from date of purchase. The required registration fee will be shown on the application.
3. Reservations will begin at 8 A.M. up to one week in advance. Monday for the following Monday, Tuesday for the following Tuesday, etc. All registered players may make reservations up to one week in advance by calling **213-625-1010**. You may call 24 hours a day to reserve, cancel or modify your reservation. To avoid any fines you must cancel your reservation by 11:59pm the day before your reservation.

FOR SAME DAY RESERVATIONS CONTACT THE DESIRED TENNIS FACILITY.

4. Reservation Card holders are limited to one or two hour reservations per day. No reservations will be accepted for half hour play.
5. Court reservations are not transferable. Registration card and identification (Driver's License or other official Photo I.D.) may be required when claiming a reservation.
6. **Reservations must be claimed at the reservation booth no later than (5) minutes before the hour.** This rule will be strictly adhered to with no exceptions. Unclaimed reservations will be sold to players on the waiting list and a penalty fee will be assessed against the cardholder. If reservation card holder arrives within 30 minutes of the forfeited play time and the assigned court has been sold, no penalty will be assessed.
7. In the event a penalty fee is assessed against a player, that player's reservation privilege will be suspended until the penalty is paid.
8. Subject to availability, walk-up patrons are welcome on a first come first serve basis.
9. The following court rules shall apply to all players.
  - a. The ethics of tennis and sportsmanship shall prevail.
  - b. Unsupervised children not playing shall not be permitted on courts at any time.
  - c. Only rubber sole tennis shoes are permitted on courts.
  - d. No teaching or paid service of any kind is permissible except by authorized concessionaires.
  - e. A maximum of six balls shall be used on any court.
  - f. Attendants may, at their discretion limit courts to a minimum of two players.
  - g. No food or drink is allowed on courts.—No pets allowed on courts.
  - h. Only the game of tennis shall be permitted on courts at all times.
10. The preceding rules will be interpreted and enforced by the on-site Reservation Tennis Attendant.