



Epping Forest

Wanstead
Flats

Registered Charity

Wanstead Flats Playing Fields Application Form 2024/25

Please complete all relevant sections on this application form and ensure that you have read our terms and conditions of pitch hire. **Please return with all supporting documents by 2nd September 2024.**

1) Are you a (please tick as appropriate):							
League	<input type="checkbox"/>	Club	<input type="checkbox"/>	Soccer School	<input type="checkbox"/>	Other	<input type="checkbox"/>
If other, please specify:							

SECTION A

2) Club/ League name:	
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3) Individual responsible: (legal name required for invoice/ payment correspondence)		Contact number:
		Home:
		Mobile:

Email address:

Postal address:

4) Club secretary / Point of contact:		Contact number:
		Home:
		Mobile:

Email address:

Postal address:

5) Preferred payment method (please tick):	
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Payment in full:	<input type="checkbox"/>	Payment in 2 instalments:	<input type="checkbox"/>
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6) Club/ League COVID-19 Officer:		Contact number:
		Home:
		Mobile:

Individual responsible signature:
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SECTION B (to be completed by clubs) only:

7) Which County FA are you affiliated to: (please tick)			
London FA	<input type="checkbox"/>	Essex FA	<input type="checkbox"/>
Amateur FA	<input type="checkbox"/>	Other	<input type="checkbox"/>
If Other, please specify:			
8) Age group: (please tick)			
Adult:	<input type="checkbox"/>	Youth:	<input type="checkbox"/>
9) Does your club currently hold a valid FA Charter Standard Award? (Please provide a copy of certificate)			<input type="checkbox"/>
10) How many pitches do you require:			
Age Groups	Format	N* of pitches	
Total number of Adult Teams (18 years & over):	11 v 11		
Total number of Youth Teams (U 17/18 years):	11 v 11		
Total number of Youth Teams (U 15/16 years):	11 v 11		
Total number of Youth Teams (U 13/14 years):	11 v 11		
Total number of Youth Teams (U 11/12 years):	9 v 9		
Total number of Youth Teams (U 9/10 years):	7 v 7		
Total number of Youth Teams (U 7/8 years):	5 v 5		
Total number of Female Teams:	11 v 11		
Total number of Disability Teams:			
11) Which League are you registered to play in? (If you have several teams/ age groups please specify for each)			
Team Age Group	Registered League		

SECTION C (to be completed by leagues) only:

12) Which County FA are you affiliated to: (please tick)			
London FA	<input type="checkbox"/>	Essex FA	<input type="checkbox"/>
Amateur FA	<input type="checkbox"/>	Other	<input type="checkbox"/>
If Other, please specify:			
13) Age group: (please tick)			
Adult:	<input type="checkbox"/>	Youth:	<input type="checkbox"/>
14) How many pitches do you require:			
Age Groups	Format	N* of pitches	
Total number of Adult Teams (18 years & over):	11 v 11		
Total number of Youth Teams (U 17/18 years):	11 v 11		
Total number of Youth Teams (U 15/16 years):	11 v 11		
Total number of Youth Teams (U 13/14 years):	11 v 11		
Total number of Youth Teams (U 11/12 years):	9 v 9		
Total number of Youth Teams (U 9/10 years):	7 v 7		
Total number of Youth Teams (U 7/8 years):	5 v 5		
Total number of Female Teams:	11 v 11		
Total number of Disability Teams:			

Booking Options

Wanstead Flats Playing Fields will operate for the season from **21st September 2024 - 13th April 2025**.

Season bookings are taken to host fixtures for 28 weeks with the exception of **Christmas (December 28th, 29th & 4th & 5th January 2025)**.

Alternatively, you can pay for a Half Season booking (14 weeks) to be used by **13th April 2025**. **Please note: VAT is applicable for Half Season bookings if a period of more than 14 days elapses without play. Failure to play within the time period will result in VAT being added to the total cost of the booking.** Call 020-8529-2085 for further information.

Season Full Size Pitch			
	Adult (18 yrs +)	Youth (under 18) & Female	Youth (under 16yrs)
Saturday	£1,584.00	£1,044.00	£713.00
Sunday	£2,256.00	£1,519.00	£910.00
Youth Season (9v9, 7v7 & 5v5)			
Saturday	£635.00		
Sunday	£712.00		

Half Season Booking Full Size Pitch			
	Adult (18 yrs +)	Youth (under 18) & Female	Youth (under 16yrs)
Saturday	£792.00	£522.00	£356.50
Sunday	£1,128.00	£759.50	£455.00
Half Season Booking Youth (9v9, 7v7 & 5v5)			
Saturday	£317.50		
Sunday	£356.00		

All clubs/ leagues must bring their own goal nets and corner flags.

All clubs/ leagues must bring their own portable goals with them where needed.

The City of London does not provide any match officials.

All clubs/ leagues must provide evidence of all team(s) kit colours they play in

All clubs/ leagues involved with youth football must provide up to date DBS & coaching certificates for all individuals involved within the club/ league including referee's

Payment

The City of London currently offers a payment plan for advanced bookings. Options include: payment in full or payment in two instalments.

Discounts may be applied to those paying in full or booking more than 6 pitches per week. Contact us for details.

Your first payment must be received prior to any matches played.

1st Instalment/ or full payment - due before 13th September 2024

2nd Instalment - due before 3rd January 2025

NO PAY. NO PLAY.

Pitch preferences

With our booking system, pitches and times of play are limited and preferences will be allocated on a first come first served basis on the pitches available at that time. Therefore, requests for specific pitches or time slots will not be guaranteed.

SECTION D - Booking requirements

Please tick/ mark as appropriate

Day	Season Booking	Half Season Booking (14 weeks)		Total N* Pitches
Saturday AM				
Saturday PM				
Sunday AM				
Sunday PM				
Pitch Type	N* of Pitches	Kick Off Time		
Adult (11 v 11)		9.30am		1.30pm
Youth (11 v 11)		9.30am		1.30pm
Youth(11 v 11)		9.30am	11.30am	1.30pm
Youth (9 v 9)		9.30am	11.30am	1.30pm
Youth (7 v 7)		9.30am	11.30am	1.30pm
Youth (7 v 7)		9.30am	11.30am	1.30pm

AM matches must kick off at 9.30am and finish by 11.30am

*(Changing rooms for AM kick offs will be available from 8.30am and must be vacated by 12.30pm)

PM matches must kick off at 1.30pm and finish by 3.30pm

*(Changing rooms for PM kick offs will be available from 12.30pm and must be vacated by 4.30 pm)

All youth fixtures must kick off at agreed time.

***Changing rooms will be available from the start of the season. If government guidelines change due to Covid-19 or any other pandemic, this will be reviewed throughout the season.**

This application form is **NOT** confirmation of your pitch hire at Wanstead Flats Playing Fields. A response from the City of London with a quote will be sent in due course. On receipt of the fee due your application will be confirmed for the season.

Please return this form by email to wanstead.flats@cityoflondon.gov.uk or post to "FAO: Sports Manager, City of London, The Caddie House, Bury Road, Chingford, E4 7QJ.

OFFICE USE ONLY:			
Completed AF:		Team Kit Colours from all involved:	
Signed T&C's from all involved:		Coaching Certificates from all involved:	
COVID-19 RA:		DBS Certificates from all involved:	
Copy of PLI:			