## **Hassert Park Online Baseball Rental**

Must have household account created, if you do not have a household account, please call 815-838-1183 ext. 201

- 1. Lockportpark.org
- 2. Click on Program Catalog: View & Register
- 3. Click on Login (left side)
- 4. Click on Rentals/Birthday Parties tab
- 5. Scroll down to Hassert Park
- 6. Choose baseball field
- 7. Scroll down to calendar
- 8. Pick date & time
- 9. Add to cart
- 10. Click on checkout

After booking you will then answer the prompts about your rental...

- 1. View/Print Rental Contract
  - a. Please sign & return
- 2. Confirm attachments
- 3. Provide your cell phone number
- 4. Read and Agree to conditions
- 5. Do you need field lights?
  - Spring/Summer Season lights are required for all 8pm games. (April-August 31st) Fall/Winter Season lights are required for all 5:30pm/8pm games. (September-November)
- 6. Choose your Base/Mound length
- 7. Click on Submit your responses
- 8. Agree to Conditions
- 9. Sign your digital signature
- 10. Click Save
- 11. Confirm Waiver Agreement
- 12. Continue to payment
- 13. Enter your full credit card #, expiration date and 3-digit security code
- 14. Verify that your billing name and address are correct
- 15. Click Next
- 16. Review & Confirm receipt

If you need to book a tournament, please contact Dave Herman at: 815-838-1183 ext. 204