

ED GAINEY  
MAYOR



KATHRYN VARGAS  
DIRECTOR

**CITY OF PITTSBURGH**  
**DEPARTMENT OF PARKS & RECREATION**

**2024 - 2025 Mellon Park Tennis Center Application**

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Phone (H): \_\_\_\_\_ Phone (C): \_\_\_\_\_

- All players are to adhere to the guidance of the Mellon Tennis Center staff and all posted rules.
- The 2024/2025 Season begins on September 29, 2024 and ends on April 26, 2025.

**DISCOUNTED FEES  
FOR FULL PAYMENT BEFORE 8/1/24**

**Hourly**

Early Morning:	weekdays	7:00am – 9:00am	\$23.00	The Tennis Center will be closed on: 11/28/24, 12/25/24, 1/1/25, and 4/20/25. No reservations will be charged on these dates. The Tennis Center will also close at 1:00pm on 12/24/24 and 12/31/24.
Prime Time:	weekdays	9:00am – 4:00pm	\$25.00	
Super Prime Time:	weekdays	4:00pm – 9:00pm	\$31.00	
Night Owls:	weekdays	9:00pm – 10:00pm	\$23.00	
Super Prime Time:	Sat./Sun.	7:00am – 6:00pm	\$34.00	
Night Owls:	Sat./Sun.	6:00pm – 8:00pm	\$25.00	

- Do **NOT** send payment with your application. Email application to [citiparkstennis@pittsburghpa.gov](mailto:citiparkstennis@pittsburghpa.gov).
- If your application is approved, an invoice will be emailed to you with the option to pay by check or credit card. (Credit Card payments include a 2.35% convenience fee plus 25 cents per transaction.)

Requested Court Time & Day	Indicate Group Size Singles/Doubles	Private Lessons? (if yes please list instructor)	Rate/Total

**Additional Players**

Name	Address	Phone

Ed Gaaney, Mayor   Kathryn Vargas, Director   Therese Kail-Smith, Chairperson for the Committee on Urban Recreation

The City does not discriminate against anyone on the basis of race, color, religion, ancestry, national origin, place of birth, sexual orientation, familial status, age (40 & over), or non-disqualifying physical or mental disability, or any other basis protected by federal, state or local law.



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@citiparks

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## CITY OF PITTSBURGH

### DEPARTMENT OF PARKS & RECREATION

# 2024 – 2025 Mellon Park Tennis Center Rules

#### **Permanent Court Time Reservations:**

Permanent Court Time guarantees a set time every week, on the same court for a maximum of 2 hours and a maximum of 3 courts

Season payment is due in full or in 3 equal installments. (1/3 deposit required to hold any courts)

Payment must be submitted as 1 check per payment from team captain, or by credit card.

The discounted rates only apply to permanent time reservations for the full season that are paid in full before the season starts.

There will be no modification of a permanent time reservations.

The Center will be closed 11/28/24 12/25/24, 1/1/25, and 4/20/25. No reservation will be charged on these dates.

The Center will also close at 1PM on 12/24/24 and 12/31/24.

Registering for a partial season does not guarantee your reservation for the following year. Preference for Permanent Court Time only applies to permanent players registered for the full season.

Permanent Court reservations are non-transferable to another player or professional. If a player is unavailable at the time of their reservation, it reverts to Citiparks. No refunds or credits will be provided.

Should the City of Pittsburgh need to again respond to any federal, state or local directives to cease operations, close facilities and/or suspend operations, patrons will be given a credit for unavailable court time or refunds will be available by request.

#### **Occasional Court Time Reservations:**

Occasional Court Time may be booked one week in advance at the Mellon Tennis Center. (412-665-4017 or 412-475-0689)

The person making the reservation must be the person using the court.

#### **Courts must be paid for in full prior to stepping on the court.**

Cancellations of an occasional time court requires 24-hour notice. Failure to notify requires payment in full. Failure to pay for a cancelled court within 24 hours of the reserved time will compromise your ability to use the Center.

#### **Court Courtesy:**

Please wait until the end of a point before crossing courts.

Begin to clean up 5 minutes prior to the end of your time. **Playing (or cleaning your court) past your reservation will result in additional charge and loss of right to use the facility.**

No more than four players are allowed per court at one time during occasional or permanent time. Two players may substitute between games but are not permitted to be on the court during the game.

No players or groups are to ask another group to move to another court. If there are any questions about court assignment, the Mellon staff will make the final decision.

All players, coaches and professionals are to adhere to the guidance of the Mellon Tennis Center staff and all posted rules. **ABSOLUTELY NO CARTS OR HOPPERS ARE ALLOWED TO BE BROUGHT INTO THE TENNIS DOME. BALL CARTS CAN BE RENTED AT THE OFFICE.**

**Failure to follow any rules will result in the loss of reservation(s) & use of the facility.**

Ed Gainey, Mayor Kathryn Vargas, Director Therese Kail-Smith, Chairperson for the Committee on Urban Recreation

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