1. **Improvements/Additions/Changes**
   1. Improvements to CCPR fields, building structures or park elements may not be made without the written permission of the CCPR Director. Permission must be obtained prior to any improvements being made by organizations other than County representatives. Individuals must present a written statement outlining improvements, a time line, names of individuals involved, fill out a ***“Park/Facility Improvement Request” (Addendum C)*** and sign the attached “Release of Liability”. Individuals making the request may also need to produce a license related to said work. On completion of the work, in some cases, proper permits or permission to occupy documents should be submitted to the department.
   2. Leagues are not allowed to add or change locks on gates or any storage facility. All locks will be provided by CCPR. Leagues may replace a broken or lost lock, on a temporary basis, if it is discovered during non-business hours. Replaced locks must be reported to CCPR no later than the next business day.