

Sports

03/06/2026 9:14 am EST

Invoice added to Activenet Account - Field Space

Hi **[NAME]**,

I have created an Activenet account for you to allow you to make payments online. The invoice for your permit has been added to your account. Since we no longer accept payments over the phone, this will allow you to pay via credit card online. There is a 1% processing fee for credit card payments. You can also pay in person at 1111 E. Broad Street if you would prefer.

[LINK TO LOGIN TO ACTIVENET](#)

Username: [email address]

Password: Password11

After logging into your account, click on the green **PAY ON ACCOUNT** button which takes you to the payment screen.

Once you have made the payment, please email Matt Wray and let him know that your payment has been made. wray.crpdsports@gmail.com

*You will use this account each time you need to pay for an invoice online. Feel free to update your password or any of your profile information anytime.

If you run into any issues, please reach out to us at 614-645-3337.

Thank you!

Outdoor Field Space Request

Hi **[NAME]**,

Thank you for reaching out to the Columbus Recreation and Parks Department. We received your inquiry to reserve an outdoor field space at one of our non-prime parks.

Here is a link to the Outdoor Field Permit Request for non-prime parks on our website:
<https://columbusrecparks.com/facilities/rentals/sports/outdoor-field-space/>

This page will provide you with the cost and a list of the parks with rentable sports space. In the middle of the page in blue is a link to the current year's Permit Request Form. In order to reserve the space you will need to complete the online form and a member of the sports staff will reach out to you about your request. **Please allow 5-7 business days for our staff to get in touch with details about your request.**

If you are interested in one of our prime sports parks instead (Anheuser-Busch Park, Cooper Park,

Kilbourne Run Sports Park, Lou Berliner Park or Spindler Road Park), this page on our website will allow you to choose which park you would prefer:

<https://columbusrecparks.com/facilities/rentals/sports/>

If you have any additional questions, please reach out to our office at 614-645-3337.

Thank you!

Berliner Field Rental/Tournament Request

Hi [**NAME**],

Thank you for reaching out to the Columbus Recreation and Parks Department. We received your inquiry to reserve field space at Lou Berliner Sports Park.

Here is a link to the Permit Request page for Lou Berliner Sports Park on our website:

<https://columbusrecparks.com/facilities/rentals/sports/berliner/>

This page will provide you with the **Permit Request Form** and also the **Tournament Request Form**.

The request form links can be found in the blue boxes. Also on that page is pricing and a link to Field Availability. In order to reserve the space you will need to complete the online form and a member of the sports staff will reach out to you about your request.

If you are interested in one of our non-prime sports parks instead this page on our website will allow you to choose which park you would prefer:

<https://columbusrecparks.com/facilities/rentals/sports/outdoor-field-space/>

If you have any additional questions, please reach out to our office at 614-645-3337.

Thank you!

Indoor Court Request Email

Hi [**NAME**],

Thank you for reaching out to the Columbus Recreation and Parks Department. We received your inquiry to reserve an indoor court at one of our 5 indoor athletic complexes.

All of our indoor court rentals are reserved on our website

here: <https://columbusrecparks.com/facilities/rentals/sports/indoor/>

Within 7 Days: If you are interested in reserving a court within the next 7 days, please choose the **RESERVE ONLINE** link under **CLOSEOUT RATE** \$75. This takes you to **Activenet** where you will either need to log into your account in the upper right corner of the page, or Create an Account. Click reservations and you can choose either Basketball Court or Volleyball Court to see availability and make your reservation.

8+ Days from now: If you want to reserve the court more than 7 days out or would like a recurring rental, please choose the blue **REQUEST** link under **BASE RATE** \$100.

If you have any additional questions, please reach out to our office at 614-645-3337.

Thank you!

Lost & Found

Thank you for contacting the Columbus Recreation and Parks Department! I have sent this information to the grounds crew at _____ Park, and if they can find the ****lost item****, they will reach out to you directly using the contact information you have provided.

Please let us know if you have any additional questions! Thank you and have a great day!
