



## 2024-25 WINTER ATHLETIC FIELD PERMIT PROCESSING TIMELINE

November 4 - March 14

**\*DEADLINES ARE 4:00pm UNLESS OTHERWISE NOTED**

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- Sept. 3** Winter Athletic Field Permit Information/timeline posted on website
- Sept. 9** Preliminary permit email sent to external groups that hold historical priority to view permits on ActiveNet account
- Sept. 18** Preliminary permit corrections/turnbacks/historical challenges due from groups with historical priority  
**DEADLINE** for historical groups to contact Parks Permit Office if have not heard from us
- Sept. 30 - 8:00am ONLINE ONLY: YOUTH ONLY** - Remaining field inventory open to reserve  
**Oct 3** Preliminary permits will be available to view no later than October 18
- Oct. 7-11 8:00am ONLINE ONLY: ADULTS ONLY** - Remaining field inventory open to reserve  
Preliminary permits will be available to view no later than October 18
- Oct. 14 8:00am ONLINE ONLY: Remaining field inventory open to reserve**  
Preliminary permits will be available to view no later than October 18
- Oct. 25 PAYMENT DEADLINE**  
*If deadline is not met, permits will be cancelled and fields will be placed back into inventory*  
**Permits requested on/after October 23:** Payment due 72 hours after request has been submitted
- Nov. 1** All Winter Season permits that meet payment deadline will be approved by 4:00pm
- Nov. 4** Winter Season Begins (Synthetic Fields ONLY)
- March 14** Winter Season Ends

**External Groups:** Do not include Denver Parks and recreation or Denver Public Schools

**Youth:** Ages 5 - 18

### Notes

\*HISTORICAL PRIORITY cannot be earned during the Winter Season

\*\*Online Requests require 72 hours to process. Payment is due 24 hours after the request has been placed ON HOLD

**SAVE THE DATE: 2025 Spring/Summer Information will be posted online by December 9**

If you are new to this process or have any questions, please contact us at [park.permits@denvergov.org](mailto:park.permits@denvergov.org)

