

## **Pickleball Rules for Helena Township**

(Rev. 01/20/2026)

1. To be eligible to reserve a pickleball slot in the Helena Township Community Center, a person must be a legal Helena Township resident (property taxed as “Homestead”) or own “non-Homestead” property and pay taxes in Helena Township.
2. Pickleball slots were initially assigned by a random drawing of eligible players. These eligible players are called captains. All assigned slots will continue going forward. Each captain is limited to no more than 2 slots. If more than one member of a household is a captain, that household is limited to no more than 3 slots.
3. The township has retained several slots for assignment to new eligible players. The township will always retain 2 slots for random activities. If the demand for pickleball slots increases to the point where not enough slots are available, the township reserves the right to limit each captain to only 1 slot, households to 2 slots, and/or limit eligible players to only legal Helena Township residents (see #1 above).
4. The person who reserves the slot will be the “captain” for their group. He/she will receive all communications from the township, be responsible for sharing that information with other team members, must be sure the required envelope is completed and deposited in the pickleball box and the required payment is included. If for any reason the captain cannot continue playing in an assigned slot for more than 4 weeks, that circumstance must be immediately reported to the township clerk, who will determine if the group is still eligible to play.
5. No subletting of pickleball slots is allowed.
6. Pickleball playing times are 1 1/2 hours for each assigned slot. The cost is \$12 per slot. Teams are only required to pay if they actually play. An envelope requesting team captains name, date, assigned slot time, and amount enclosed will be furnished by the township. Completed envelopes must be dropped into the metal box at the entrance to the township offices marked “Pickleball Drop Box”.
7. If a captain knows ahead of time their assigned slot will not be used, he/she must notify the Helena Township Clerk at [clerk@helenatownship.com](mailto:clerk@helenatownship.com) so the time slot can be made available to other teams. If teams decide to move play outdoors in the Spring or Summer, or when they decide to move back indoors in the Fall, they must also notify the Township Clerk.

8. Assigned pickleball slots will be monitored by the township for payments and usage. An assigned pickleball slot may be cancelled by the township for failure to follow these rules or non-payment of required fees.
9. Players should wear clothing appropriate for active play. No shoes with soles that leave black marks on the court are permitted.
10. The township will provide 8 or more chairs for players to use. Players who arrive before their time slot begins should wait quietly as a courtesy to those still playing. Teams must finish playing by the end of their allotted time slot.
11. Teams who play during the last time slot in the day must turn off the lights in the gym and be sure the entry doors are locked when they leave to ensure the building is secure.
12. The township reserves the right to cancel any scheduled pickleball slots if the community center is rented for a single day event. If the community center is rented for the weekend, pickleball slots may be cancelled from noon Friday through noon Sunday.
13. It is understood that when the weather allows pickleball play outside, teams may choose to play outdoors and not use their allotted slot. (See required notification in Rule #7 above).
14. If you have questions related to pickleball, please call the Helena Township Offices between 9:00 and 12:00 M-F at 231-331-4643.  
**Note: The Helena Township Library is not involved in the pickleball program. Please do not call them with pickleball questions.**
15. The pickleball program in Helena Township is governed by a sub-committee of the Helena Township Parks and Recreation Committee, called the Helena Township Pickleball Advisory Committee (HTPAC). If you have issues or concerns about the pickleball program in Helena Township, please put them in writing (include your return address or email) and either deposit them in the pickleball drop box or email them to the township clerk at [clerk@helenatownship.com](mailto:clerk@helenatownship.com). Your issues or concerns will be forwarded to HTPAC who will respond to you in writing.