

Pavilion Rental - Facilities Usage Permit

Amity Township
2004 Weavertown Rd
Douglassville, PA 19518
Phone 610-689-6000 Fax 610-689-9870

Name of Group or Individual _____

Contact Person (if group, title of position) _____

Address of Group or Individual _____

Contact Number(s): _____

Email Address: _____

Facility Requested: _____

Date Requested: _____ Time of Use: _____

Type of Event: _____

Number of Anticipated Guests: _____

Check One: Hold Harmless signed (individuals)

Certificate of Insurance (groups)

All applicants must read the following paragraph and provide their signature.

To the best of my knowledge, the completed information is correct. I understand that any misrepresentation of this information may result in the denial and/or cancellation of this permit.

Signature

Date

For Township Use ONLY:

Fee Collected: _____ Date: _____ Check # _____

Received by: _____

Facility Usage Rules

1. All requests for use of recreational facilities must be submitted by an individual 21 years of age or over, on the appropriate form provided by Amity Township.
2. No permit shall be issued to any individual under the age of 21. The individual to whom the permit is granted shall be jointly and severally liable for all costs, expenses, fees and all property damage and/or personal injury occurring or sustained by any individual in attendance.
3. The authorized individual who signed the permit for use of the facility must be present during the entire period of use.
4. NO alcoholic beverages or illegal drugs are permitted on the park property.
5. Fires may not be built or allowed anywhere in the park area except in grills or fireplaces designated for such purposes.
6. The Township reserves the right to require adequate supervision of all functions involving individuals under 21 years of age. A minimum of one (1) responsible adult, 21 years of age or older, must be present for each twenty (20) individuals in attendance under the age of 21 at all functions. Additional supervision may be required as deemed necessary.
7. Groups are responsible for all areas and content during the entire time of their occupancy. Any unwarranted damage will be the financial responsibility of the group and/or the authorized individual to whom the permit is issued.
8. Special permission by the Township is required to cut into or penetrate, with any object, parking lots, fields or grounds. If permission is granted, it will be printed on the permit. The applicant signing this application is financially responsible for any and all repairs to restore surfaces to their original conditions.
9. All organizations using the park area are required to return it to its proper condition prior to leaving, including but not limited to:
 - a. arrangement of tables
 - b. supplying trash can liners and deposit trash in the appropriate dumpster in the back parking lot of the Municipal Building at 2004 Weavertown Road, Douglassville
 - c. collect recycling (cans, glass, etc.) and deposit in the appropriate dumpster in the back parking lot of the Municipal Building at 2004 Weavertown Road, Douglassville Please do not place plastic bags in the recycling dumpster
 - d. lights off (except where designated)
 - e. all decorations are removed
 - f. check the restrooms and text or call 484-256-7148 if the restrooms are in need of supplies, repairs or have been heavily soiled and require cleaning
10. All permit holders are required to produce a Certificate of Insurance or sign a Hold Harmless agreement that will be provided by Amity Township.
11. Pavilion usage includes exclusive use of pavilion for the day, access to water at fountains and bathroom sinks, electricity (multi-receptacle power strips NOT RECOMMENDED), and restrooms for your convenience.

12. DO NOT dump grease down drains. Applicant will be held responsible for any and all repairs resulting from grease.
13. Smoking is NOT permitted in Township parks.
14. Dogs are NOT permitted in Township parks.
15. Whenever any conduct or acts of individuals or group is determined to be in violation of the rules governing the use of this facility or in violation of any statues, ordinances, or regulations of the Commonwealth of Pennsylvania or the Township of Amity, the deviant group's privilege to use the facility will be terminated immediately, and they will be expelled from Township property. In addition to expulsion, the Amity Township Police Department may arrest and detain any individual(s) or issue citation(s) of such violations previously noted.
16. Rental Fee must be submitted with the permit application for use of the facility. The Rental Fee will be determined by the current Fee Schedule, as approved by the Amity Township Board of Supervisors.
17. An Application Fee must be submitted with the request for use of the facility. The Application Fee is set in accordance with the current Fee Schedule as approved by the Amity Township Board of Supervisors.
18. All fees shall be submitted at time of application. No permit will be guaranteed until such time that these fees are paid or arrangements have been approved by the Township Manager.
19. A Parking permit will be issued if necessary. This is valid for ONE vehicle. The Vehicle must display the parking permit and follow the designated route and park in designated areas ONLY. No parking allowed on the grass.
20. REFUNDS:
Refunds of Rental Fees will be given based upon the following provisions:

<u>Canceled within 28 or more days notice</u>	- 100% refund will be issued
<u>Canceled within 21-27 days of reservation</u>	- 75% refund will be issued
<u>Canceled within 14-20 days of reservation</u>	- 50% refund will be issued
<u>Canceled within 7-13 days of reservation</u>	- 25% refund will be issued
<u>Canceled within 0-6 days of reservation</u>	- NO REFUND

The Application Fee is non-refundable, regardless of notice given.
21. In case of emergencies regarding the use of the facilities, during business hours of 8:00am-4:30pm, Monday through Friday, please call the Township office at 610-689-6000. After hour emergencies regarding use of the facilities, please contact the Public Works Maintenance Superintendent at 484-256-7148.
22. You will be notified the week of your event, when your permit(s) and key for the kitchen area are ready for you to pick up. The key and permits can be picked up, between 8:00am and 4:30pm, weekdays at the Municipal Building.
23. The key for the kitchen area must be returned no later than the TUESDAY following your event.

Revised 01/09/2020

I understand and agree to comply with these terms and conditions.

Signature

Date

Printed Name (and title, if part of an organization)



Hold Harmless Form

KNOW THAT ALL MEN BY THESE PRESENT this ____ day of _____, 20____ that the undersigned, it's heirs, executors, administrators, and assigns, do hereby agree to indemnify and hold harmless Amity Township, it's agents, servants, and employees, officers, supervisors and directors, from any and all liability whatsoever, including attorney fees, by reason of any injury to persons, including death at anytime resulting there from, or property arising out of the use of Amity Township, Berks County, Pennsylvania, whether such injuries to persons or damage to property are due to or claim to be due to any passive negligence of Amity Township, it's agents, servants and employees, officers, supervisors, and directors. It is further understood and agreed that the undersigned shall, at the option of Amity Township, defend Amity Township, appropriate counsel and shall further bear all costs and expenses, including the expense of council, in the defense of any suit arising hereunder.

Name of Group or Individual

Signature of Representative

Name of Organization and Title

Date(s) of Reservation

Hours of Expected Use