

**VALLEY TOWNSHIP PARK/PAVILION
RESERVATION FORM AND AGREEMENT**

Name of Organization/Family: _____

Contact Person: _____

Contact Person's Address: _____

Contact Person's Phone/eMail: _____

Date of Use Requested: _____ Approximate Time of Event: _____

Type of Event: _____

Approximate Number of People: _____

Park/Pavilion Requested (please check):

_____ Hayti Park _____ Rock Run Park _____ John A. Gibney Park (Westwood)

Parking of Cars Will be Handled by (large groups) _____

ALL FEES ARE NON-REFUNDABLE AND DUE AT THE TIME OF MAKING THE RESERVATION

Security Deposit	\$150.00
Resident Use – up to 3 hours/less than 25 people	\$25.00
Non-Resident Use – up to 3 hours/less than 25 people	\$50.00

All Reservations over 3 hours or 25 people or more must have Board of Supervisor approval and fee will be set by BOS

Board of Supervisors meet the first and third Tuesday of each month; to have consideration for a reservation over 3 hours or 25 people, application needs to be submitted by noon the Friday prior to the meeting to be placed on the agenda.

*Rental does not include sole use of the park facilities (i.e., basketball court & playground equipment)
Restrooms are not available at any of the parks.*

Signature of Contact Person/Requester: _____

Township Use Only:

Date Received: _____

Date Approved: _____ By: _____

PARK & PAVILION RULES AND REGULATIONS:

1. The person making the reservation will serve as a contact between the Township and the group using the park/pavilion. Reservations will be accepted from adults only, 18 years or older. Parents, guardians and sponsors shall be required to submit applications for reservations for youth groups and individuals under 18 years of age with on-site adult supervision during the event. Valley Township reserves the right to refuse or cancel any reservation at any time.
2. Tables are not to be abused and shall not be removed from any pavilion.
3. Dogs are not permitted in any pavilion, with the exception of service dogs.
4. Alcohol is not permitted in the park or pavilions. This will be enforced by the Valley Township Police Department.
5. Sound equipment (amplification) shall be permitted in the parks only by special permission from the Township or Board of Supervisors.
6. No person shall set up any booth, table, stand or structure whatsoever within the limits of the parks without the consent of the Township, which shall have authority to refuse such consent in any instance.
7. No person shall dispose of any waste or garbage in the parks except in the receptacles designated for the respective purposes. All persons using the parks shall dispose of all waste and garbage left by them in such proper receptacles. Waste that is in excess of the containers provided (additional containers can be provided with advanced notice), must be taken and disposed of properly by the renter.
8. No person shall injure, deface, or destroy any notice, rule or regulation posted at any place within the parks by authority of the Board of Supervisors, nor shall any person post any notice or placard at any place within the parks other than by authority of the Board of Supervisors.
9. No person shall set or maintain any fire in the parks except by authority of the Board of Supervisors.
10. No person other than an officer of the law shall carry any firearm or other offensive weapon as defined in 18 Pa.C.S.A. within the limits of the parks.
11. There is no electrical service provided at the parks. Any portable equipment that would use a generator will require prior approval (i.e., inflatables) and a Certificate of Insurance would be required by the provider three (3) business days in advance of the rental date.
12. Motor vehicles of any kind are not allowed on park grounds without special permission from the Township or Board of Supervisors, except those vehicles used in the course of park maintenance or other necessary activity.
13. Applicant should inspect the facility prior to rental and report any damages to Valley Township prior to use. Following use, if the park is found in the condition that it was in prior to use, the security deposit will be returned.
14. All park rules apply to use of the pavilions.

I hereby agree on behalf of the above-named group to the following rules and regulations:

Signature of Contact Person: _____ Date: _____