



PAVILION RESERVATION FORM (Rental Agreement)

8330 Schantz Road, Breinigsville, PA 18031
610-395-4892 (phone) 610-395-9355 (fax)

**** STAFF ONLY****
Date Paid: _____
Cash/Check #: _____
Calendar: _____
Pmt Recorded: _____
Confirm. Sent: _____

1. CHOSE YOUR PAVILION:

- | | | | | |
|--|---|--|---|--|
| <input type="checkbox"/> Ricky Park Pavilion
Capacity (50)
(8:00am- 9:00pm)
\$50 Resident
\$100 Non-resident | <input type="checkbox"/> Rt. 100 Park Pavilion
<input type="checkbox"/> Falcon <input type="checkbox"/> Hawk
Capacity (100)
(8:00am- 9:00pm)
\$100(each) Resident
\$150 Non-resident | <input type="checkbox"/> Lone Lane Park Pavilion
Capacity (300)
(8:00am- 9:00pm)
\$125 Resident
\$175 Non-resident | <input type="checkbox"/> Breinigsville Park Pavilion
<input type="checkbox"/> Upper <input type="checkbox"/> Lower
Capacity (100)
(8:00am- 9:00pm)
\$100(each) Resident
\$150 Non-resident | <input type="checkbox"/> Grange Park
<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4
Capacity (100)
(8:00am- 9:00pm)
\$100 (each) Resident
\$150 Non-resident |
|--|---|--|---|--|

2. APPLICANT INFORMATION:

Name: _____ Date: _____

Cell Phone: _____ Organization/Event: _____

Address: _____

Email (print legibly): _____ Rental Fee: \$ _____

Reservation Day & Date: _____ Arrival Time: _____

3. PAYMENT DIRECTIONS: **Payment is due at time of Application.** Reservation and payment may be made online via credit card at <https://uppermac.recdesk.com/Community/Home> or in person via cash or check at the Upper Macungie Township building (8330 Schantz Road, Breinigsville).

WAIVER – I (the applicant) understand that the rental fee is for the pavilion rental only with the maximum number of people that may occupy the pavilion. The applicant is responsible for any and all damage and/or destruction to or theft of park property and, should such damage or theft occur, the applicant shall immediately report the incident to the Township. The applicant will reimburse the Township for such damage, destruction, or theft at the replacement cost of the item(s).

Alcoholic beverages and controlled substances shall not be permitted on any Upper Macungie Township Park premise. Upper Macungie Township shall not be responsible for any actions, demands, or claims for any damages (personal property, bodily injury, and/or death) that may arise as a direct or indirect result of the consumption of alcoholic beverages or use of controlled substances on the said premises. The applicant, by the reservation of the said facility and the execution of this application, does, for himself or herself on the behalf of the applicant, acknowledge this condition for the reservation and use of the said facility and does, for itself and the members and/or guests, release, remise and discharge Upper Macungie Township from any and all claims which may arise directly and/or indirectly from the consumption of alcoholic beverages or use of controlled substances on the said premises in violation of this condition.

CANCELLATION POLICY - All cancellations by the applicant are required five working days in advance to receive full credit. Refunds will not be issued due to inclement weather or emergency closings.

SPECIAL EVENT POLICY - THIS APPLICATION IS FOR THE RENTAL OF THE PAVILION ONLY. If you are planning an event (race, tournament, etc.) additional permits and/or approval by the Board of Supervisors is required. Adequate notice and a Certificate of insurance naming Upper Macungie Township as an additional insured is also required. Please notify the Recreation Department of any such planned activities.

IMPORTANT INFORMATION: Please see reverse side for rules and helpful information regarding your rental. For a complete list of Park Rules and Regulations, please refer to Township Ordinance # 2018-07 Rules and Regulations for Township Owned Recreation Parks and Facilities. This permit entitles the above-mentioned applicant sole use of the above-mentioned pavilion. Under no circumstances should the holder of this permit be denied, by the general public, sole access to the pavilion. Should you need to contact Upper Macungie Township dial (610) 395-4892 for the answering service and they will dispatch a crew if the problem warrants immediate attention. I the undersigned, on behalf of the applicant and having the authority to execute this application on its behalf, do acknowledge and consent to the above-mentioned conditions established by Upper Macungie Township, as the same are hereinabove set forth.

Applicant

Date

Township Official

Date



RENTAL RULES & HELPFUL INFORMATION

1. Outside faucets are for Township use only.
2. Lights are on an automatic timer (7am-9pm).
3. Refunds will NOT be issued due to inclement weather.
4. Payment less than 14 days prior to your event must be in CASH.
5. Pavilion reservations open JANUARY 1st for each calendar year.
6. Drugs and Alcohol are PROHIBITED (not permitted in any form).
7. No open flames, fireworks, or pyrotechnics equipment are permitted.
8. No person is permitted to drive or chip golf balls within any park area.
9. "Kitchen" area is opened for schools ONLY. It is not a true cooking kitchen.
10. Amplified Audio Equipment can only be used between 8AM-9PM with special permission.
11. Vehicles must be kept on the paved parking areas and are PROHIBITED from parking on the grass.
12. Pavilion occupants will have access to the Ball fields AS LONG AS no organized event is occurring or scheduled.
13. Parks are susceptible to being closed by a township official due to uncontrollable circumstances and without prior notice.
14. No one is permitted to discharge: firearms (to include air or spring), bow and arrow, slings, or other weapons in the parks.
15. Pavilion Occupants may NOT use Nails, Screws, Push Pins or Staples on any surface of the Pavilions and will be responsible for any damage to the facility.
16. The Rental Fee is due at the submission of this application. The Township cannot 'hold' a pavilion for you prior to making payment. Pavilion rentals are reserved on a first come first serve basis.
17. Pavilions will be cleaned and stocked prior to and after your event. Facilities crews begin between 6:00am and 8:00am the day of the rental. Pavilions should be left in the condition they were found in by occupants.
18. No person shall use profane language within a park, or conduct themselves in any lewd, immoral or commonly objectionable manner within a park, or conduct himself so as to annoy any other person using a park for recreational purposes.

**For a complete list of all Township Park Rules and Regulations, please refer to Township Ordinance # 2018-07 Rules and Regulations for Township Owned Recreation Parks and Facilities.*