

SCHEDULE "J" RECREATIONAL RENTAL, EVENT, & GENERAL FEES

PAVILION RENTAL FEES (CONSTRUCTED PAVILIONS):

Park Pavilion Rental Facilities	Pavilion Rental Fees			
	Capacity	Resident & Non-profit Fee	Non-Resident Fee	Security Deposit (if requested)
Earl Adams Memorial Park (Breinigsville Park) Lower Pavilion	100	\$100.00	\$150.00	\$100.00
Earl Adams Memorial Park (Breinigsville Park) Upper Pavilion	100	\$100.00	\$150.00	\$100.00
Grange Park Pavilion #1	100	\$100.00	\$150.00	\$100.00
Grange Park Pavilion #2	100	\$100.00	\$150.00	\$100.00
Grange Park Pavilion #3	100	\$100.00	\$150.00	\$100.00
Grange Park Pavilion #4	100	\$100.00	\$150.00	\$100.00
Grange Park Pavilion #5	40	\$50.00	\$75.00	\$100.00
Grange Park Pavilion #6	40	\$50.00	\$75.00	\$100.00
Lone Lane Park Pavilion	300	\$125.00	\$175.00	\$100.00
Ricky Park Pavilion	50	\$50.00	\$100.00	\$100.00
Upper Macungie Park (Rt. 100 Park) Falcon Pavilion	100	\$100.00	\$150.00	\$100.00
Upper Macungie Park (Rt. 100 Park) Hawk Pavilion	100	\$100.00	\$150.00	\$100.00
Township Churches & Schools (max 3 rentals per year/group)	No Charge	No Charge	No Charge	No Charge

GENERAL RECREATIONAL USE RENTAL FEES

Field & Court Rental Facilities	Per Field/Court, Per three hours		
	Resident & Non-profit Fee	Non- Resident Rental Fee	Commercial Organization Rental Fee
*Individual Pickleball Courts may not be rented. *Six (6) hour maximum per day rental *UMT Churches/Schools: No Charge max 9hrs per year *Non-profit rate same as Resident Rate			
Baseball, Softball, Basketball, Volleyball, Tennis	\$25.00	\$30.00	\$40.00
Soccer, Football, Lacrosse	\$35.00	\$40.00	\$50.00

SPLASH PARK FEES

Fee Type:	Fees:			
Annual	Resident Fee	Non- Resident Fee	Lower Macungie Resident	Replacement Card Fee
Membership + Card	\$15.00	\$25.00	\$20.00	\$10.00

TOURNAMENT, CAMPS & SPECIAL EVENT RENTAL FEES:

Rental Facilities	Rates					
	Duration	Resident Rental Fee	Non-Resident Rental Fee	Commercial Organization Rental Fee	Non-Profit Rental Fee <small>not to exceed 10% of profit</small>	Security Deposit <small>If requested</small>
Baseball, Softball, Basketball, Volleyball, Tennis	One Day	\$200.00	\$300.00	\$400.00	\$150.00	\$250.00/field
Soccer, Football, Lacrosse	One Day	\$250.00	\$400.00	\$500.00	\$200.00	\$250.00/field
Disc Golf Course	One Day	\$200.00	\$300.00	\$400.00	\$150.00	\$200.00
Pickleball (all 12 courts)	One Day	\$600.00	\$800.00	\$1,000.00	\$400.00	\$300/day
Reservation of Open Space <small>(areas not deemed official fields or listed under park rental fees)</small>	One Day	\$80.00/Acre	\$120.00/Acre	\$160.00/Acre	\$60.00/Acre	\$50/Acre
Park Road Closure <small>(cones, barricades, signs)</small>	Per Day	\$60/event	\$60/event	\$60/event	\$60/event	N/A
Football Light fees <small>(per field/lighted area)</small>	One Day	\$30/day	\$30/day	\$30/day	\$30/day	N/A

PARK RENTAL FEES:

Rental Facilities	Rates					
Grange Park Athletic Area 1 <small>(15 Acres)</small>	One Day	\$1,000.00	\$1,250.00	\$1,500.00	\$800.00	\$1,000.00
Grange Park Athletic Area 2 <small>(12 Acres)</small>	One Day	\$750.00	\$1,000.00	\$1,250.00	\$600.00	\$1,000.00
Grange Park Athletic Area 3 <small>(11 Acres)</small>	One Day	\$700.00	\$950.00	\$1,200.00	\$500.00	\$1,000.00
Grange Park Athletic Area 4 <small>(1.5 Acres/includes Pavilion #4)</small>	One Day	\$150.00	\$200.00	\$250.00	\$100.00	\$250.00
Grange Park Rec Field <small>(5 Acres)</small>	One Day	\$350.00	\$550.00	\$750.00	\$300.00	\$500.00
Grange Park (48 Acres) <small>(excludes pickleball courts, playground, & splash pad)</small>	One Day, all fields	\$2,500.00	\$3,500.00	\$4,500.00	\$2,000.00	\$2,000.00
Grange Park (48 Acres) <small>(excludes pickleball courts, playground, & splash pad)</small>	Two Days all fields	\$4,500.00	\$6,500.00	\$8,000.00	\$3,750.00	\$2,000.00
Lone Lane Park (35 Acres) <small>(excludes playground)</small>	One Day, all fields	\$1,750.00	\$2,750.00	\$3,750.00	\$1,250.00	\$1,000.00
Lone Lane Park (35 Acres) <small>(excludes playground)</small>	Two Days, all fields	\$3,250.00	\$5,000.00	\$7,000.00	\$2,250.00	\$1,000.00

Organizations will be charged a fee according to the Upper Macungie Township fee schedule. These fees help offset the annual costs of fertilization, repair (including seed, top dressing, etc.) and preparation of the fields for play (scheduling, administrative duties). Staff may prorate fees for the large Athletic Areas in Grange Park to proportionately allocate park land and/or amenities. In addition, an organization imposing costs on Upper Macungie Township, such as the use of lighting, repair of damage, etc., will be responsible for such costs. Security deposits may also be required prior to your rental.

NEWSLETTER ADVERTISEMENTS:

Type	RATE	
	One Issue	Two Issues
Newsletter Ad.- Business Card	\$150.00	\$275.00
Newsletter Ad.- Quarter Page	\$300.00	\$580.00
Newsletter Ad. – Half Page	\$600.00	\$1,150.00
Newsletter Ad. – Full Page	\$1,200.00	\$2,300.00
Newsletter Ad.- Business Profile	\$1,500.00	\$2,900.00

SUMMER RECREATION CAMP

Type	RATE	
	Resident	Non-Resident
Annual (per child ages 6-12)	\$400.00	\$450.00

**LOWER MACUNGIE POOL PASSES
(Upper Macungie Resident Rates)**

Fee Type:	Annual Fee:
Family (up to 4 people)	\$300.00
Family of 5	\$325.00
Family of 6	\$350.00
Family of 7	\$375.00
Family of 8	\$400.00
Couple	\$190.00
Adult (18 and over)	\$125.00
Child (under 18)	\$90.00
Infant (2 and under)	Free
Senior Adult (59 and over)	\$80.00

2024 RECREATION DEPARTMENT SPONSORSHIP FEES

Fee Type:	Annual Contribution:
Friend Level	\$50.00
Family Level	\$250.00
Trojan Level	\$500.00
Park Partner Level	\$1,000.00
Visionary Level	\$2,500.00
Remembrance Tree	\$350.00 - \$500.00
Memorial Bench	\$1,750.00 - \$2,000.00 (concrete pad additional)
Athletic Field Banner	\$500.00
Pavilion Naming Program	\$1,200.00

PROGRAM FEES

The Upper Macungie Township Recreation Department strives to provide the highest quality facilities, programs, events, and services. Fees for these programs and events are determined by staff based on instructor pay scales, as well as direct and indirect costs related to program/event expenses. Program and event fees, balanced with a combination of grants, donations, and municipal contributions are vital to the ongoing success of the Recreation Department.

REFUND POLICY

Township Programs and Events

- Full refunds/credits will be issued if the Recreation Department completely cancels a program or event.
- Refunds for township programs and events will not be given due to weather cancellations, however, makeup dates may be scheduled. If makeup classes are not possible due to instructor availability, you will be provided a prorated credit in your RecDesk account.
- Any household credit issued will expire at the end of the following calendar year.
- No credits or refunds are given when a participant withdraws from a program after the program start date.
- No credits or refunds are given when a participant is asked to leave due to inappropriate or unacceptable behavior.
- Refund requests made 21+ calendar days before the start of the program or event will receive a full refund.
- Any refund request made within 20 calendar days of the program or event will incur a 10% administrative fee.
- No refunds will be issued for any cancellation/refund requests made within 7 days of a program or event.
- No refunds for any reason will be issued once a program has concluded.

Summer Camp

- Cancellation/refund requests before April 15th, a full refund will be issued.
- Cancellation/refund requests between April 15th and May 15th, a refund minus an administrative fee of 10% of your total cost of camp will be issued.
- Cancellation/refund requests between May 15th and June 1st, a refund minus an administrative fee of 25% of your total cost of camp, **IF the vacated spot can be filled**, will be issued.
- Cancellation/refund requests after June 1st, No credits or refunds will be issued.
- No credits or refunds are given if a participant is asked to leave due to inappropriate or unacceptable behavior.
- All requests must be in writing to recreation@uppermac.org

Facility Rentals (Pavilions, Ball Fields, Special Events)

- A full refund will be issued if the Recreation Department cancels your facility rental.
- Refunds for facility rentals will **NOT** be given due to inclement weather.
- Any cancellation/refund request made 21+ calendar days of the rental will receive a full refund.
- Any cancellation/refund request made within 20 calendar days of the rental will incur a 10% administrative fee.
- No refunds will be issued for any cancellation/refund requests made within 7 days of your facility rental.
- Attempts to reschedule must be made prior to the event date and must be within the same calendar year.

Any cancellation/refund request made within any of the terms listed above due to extenuating circumstances (injury, death, facility condition, etc.) will be handled on a case-by-case basis and will require Recreation Manager and Township Manager approval. If extenuating circumstances exist, requests must be made in writing to the Recreation Manager at recreation@uppermac.org. Transfers, credits, or refunds for medical reasons will be prorated from receipt of notification. Proof of doctor's documentation may be requested by the township in order to process your request.