

# Blueberry Hill Park Pavilion Rental Contract

RESERVATION DATE: \_\_\_\_\_ PERMIT NUMBER: \_\_\_\_\_

(Please list the day of the week, month, date and year)

STARTING TIME: \_\_\_\_\_ AM/PM ENDING TIME: \_\_\_\_\_ AM/PM NUMBER OF PEOPLE: \_\_\_\_\_

**\*START TIME IS THE EARLIEST ALLOWED FOR SET-UP - PLAN ACCORDINGLY**

RENTER: \_\_\_\_\_ TYPE OF EVENT: \_\_\_\_\_

DAY PHONE (w/area code): \_\_\_\_\_ EVENING PHONE (w/area code): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

EXCLUSIVE USE OF: BALL FIELD: \_\_\_\_\_ VOLLEYBALL COURT\*: \_\_\_\_\_ HORSESHOE PITS: N/A  
\*Volleyball Court will only be available for use during the months of May, June and July.

★★PAVILION RENTER DOES NOT HAVE EXCLUSIVE USE OF THE PRACTICE FOOTBALL FIELD OR PLAYGROUND. ★★

**RENTAL FEES:** Please check appropriate blank(s).

**Borough Residents/Non-Profit Upper Level:** \$125.00 or \$40.00/hr; min. 2 hours \_\_\_\_\_

**Non-Borough Residents/For Profit Upper Level:** \$160.00 or \$50.00/hr; min. 2 hours \_\_\_\_\_

**Alcohol Permit:** \$25.00 \_\_\_\_\_

**Borough Resident/Non-Profit Lower Level:** \$50.00 or \$15.00/hr; min. 2 hours \_\_\_\_\_

**Non-Borough Resident/For Profit Lower Level:** \$75.00 or \$20.00/hr; min. 2 hours \_\_\_\_\_

DAMAGE/CLEANING: \$ 200.00 Check #: \_\_\_\_\_ DATE RETURNED: \_\_\_\_\_

\*Should be dated the date of your event.

TOTAL RENTAL FEE: \$ \_\_\_\_\_ for \_\_\_\_\_ hrs. Check #: \_\_\_\_\_ Date Received: \_\_\_\_\_

**\*FULL PAYMENT DUE UPON SIGNING CONTRACT\***

**Make checks payable to "Borough of Franklin Park", 2344 West Ingomar Road, Pittsburgh, PA 15237**

## **I understand and do hereby agree that:**

1. A separate check must be made out for \$200.00, this covers the damage/cleaning deposit. **This check must be dated the date of your function.** This check will be returned following the rental, provided there are no damages and the pavilion is cleaned.
2. All persons that rent the pavilion are required to abide by all park and recreation rules and regulations. Regulations will be provided when the contract is signed.
3. All persons, if given permission to use the pavilion, assume all responsibilities with regard to injury and/or accident and all liabilities. **\*See attached Hold Harmless Agreement**
4. Contract holder agrees to be held responsible for any damage done to the pavilion while this contract is in effect.
5. The contract holder is required to clean up any/all debris after each event.  
**Suggested cleaning supplies to bring:** broom, dust pan, garbage bags, bucket, sponge and/or rags
6. Cleanup must be completed within one hour following the event. Renter must properly dispose of all garbage, empty garbage can(s) and place trash in dumpster. **\*A \$50 fee will be assessed if the pavilion is not thoroughly cleaned and/or all garbage is not taken to the dumpster.**
7. Responsible adult supervision must be maintained at all times during use of the pavilion.
8. Franklin Park Borough reserves the right to photograph events for promotional purposes.
9. **ELECTRICITY AND WATER ARE AVAILABLE. PLEASE MAKE SURE THESE ARE OFF WHEN LEAVING.**
10. **STAPLES, NAILS AND THUMB TACKS ARE NOT ALLOWED TO BE USED ON THE WOOD OF THE PAVILION OR ON THE PICNIC TABLES. USE OF SUCH MATERIALS WOULD RESULT IN FORFEITURE OF THE DAMAGE DEPOSIT. TAPE IS ALLOWED BUT MUST BE REMOVED.**
11. **NO ALCOHOL IS PERMITTED IN THE PAVILION WITHOUT A PERMIT. ALCOHOL MUST REMAIN IN PAVILION.**
12. **CANCELLATION POLICY: IF THE CONTRACT HOLDER CHOOSES TO CANCEL THE DATE OF THE RENTAL WITHIN 60 DAYS OF THE EVENT, RENTAL FEE WILL NOT BE REFUNDED; OTHERWISE MONEY WILL BE RETURNED TO THE ABOVE ADDRESS MINUS AN ADMINISTRATIVE FEE.**

**\*THIS SIGNED CONTRACT GIVES THE RENTER EXCLUSIVE USE OF THE PAVILION DURING SPECIFIED DATE AND TIMES. THIS CONTRACT SHOULD BE PRESENT DURING THE RENTAL DATE.**

Renter's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**NON-EMERGENCY # FOR POLICE: (412) 473-3056**

**EMERGENCY ONLY DIAL 911**

**Approved:** \_\_\_\_\_

# Blueberry Hill Park Pavilion Rental Contract

Page Two

## Cancellation Policy

Written Cancellation - MORE THAN 60 DAYS Before Scheduled Event  
the Borough will hold the following administrative fees:

Upper Level

Resident/Non-Resident - All Day Rates - \$40

Resident/Non-Resident - Hourly Rates - \$25

Lower Level

Resident/Non-Resident - All Day Rates - \$25

Resident/Non-Resident - Hourly Rates - \$15

Written Cancellation - LESS THAN 60 DAYS Before Scheduled Event

In the event the Borough is able to rent the facility on the same date **AND** for the same rental fee, the Borough will hold the following administrative fees:

Upper Level

Resident/Non-Resident - All Day Rates - \$40

Resident/Non-Resident - Hourly Rates - \$25

Lower Level

Resident/Non-Resident - All Day Rates - \$25

Resident/Non-Resident - Hourly Rates - \$15

In the event the Borough is NOT able to rent the facility on the same date **AND** for the same rental fee, the Renter forfeits the entire Rental Fee to the Borough. No refund will be issued.

---

I HAVE READ AND UNDERSTAND THE RENTAL CONTRACT AND CANCELLATION POLICY FOR THE BLUEBERRY HILL PARK PAVILION. I HAVE ALSO READ AND UNDERSTAND THE **PAVILION RENTERS INFORMATION AND GUIDELINES** AS WELL AS THE **RULES AND REGULATIONS FOR USING PARKS AND PARK LAND IN THE BOROUGH OF FRANKLIN PARK**. I WILL ABIDE BY THE POLICY/PROCEDURES SET FORTH BY THE BOROUGH OF FRANKLIN PARK.

\_\_\_\_\_  
Renter's Signature

\_\_\_\_\_  
Date

**FRANKLIN PARK BOROUGH**  
**FACILITIES HOLD HARMLESS AGREEMENT**

It is hereby understood and agreed that Franklin Park Borough will make available for recreational use park shelters, and other facilities and that I/we, the undersigned, acting on behalf of all participants, both individually and collectively hold harmless Franklin Park Borough, its officials, agents, employees, and volunteers, from and against all claims for injuries to our program participants or invited spectators resulting from our/their use of these facilities.

It is understood that I/we accept this condition in return for the use of the park recreational facilities or buildings on the days and times made available by the Borough.

All participants should be notified that Franklin Park Borough's liability for injuries is limited as defined under the Political Subdivision Tort Claim Act (330-1978) and the Recreation Use of Land and Water Act. We agree to notify the parents or guardians of all minors that they, and not the Borough of Franklin Park will be responsible for expenses for medical treatment resulting from participation in any program/activity for which we have requested this authorization.

In addition, persons requesting the use of parks for concession purposes shall provide to the Borough certificates of product liability insurance ensuring Franklin Park Borough against damages arising from the sale of food products and providing defense coverage and costs including attorney's fees as well.

The undersigned hereby acknowledges receipt of copies of all current Franklin Park Borough rules and regulations concerning use of its parks and recreational facilities and agrees to notify all participants in its activities of same, and also to ensure that all participants and invited spectators abide by such rules and regulations. Failure to do so shall constitute grounds for revocation of any or all permits for usage.

\_\_\_\_\_  
Permitee Print Name

\_\_\_\_\_  
Rental Date

\_\_\_\_\_  
Permitee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Signer Signature

\_\_\_\_\_  
Date