



FRANKLIN PARK

BOROUGH

Est. 1823

OLD ORCHARD PARK PAVILION RENTAL PERMIT

RESERVATION DATE: _____ NUMBER OF PEOPLE: _____
 (Please list the day of the week, month, date and year)

STARTING TIME: _____ AM/PM (9AM earliest) ENDING TIME: _____ AM/PM (8PM latest)

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

RENTER'S NAME: _____ TYPE OF EVENT: _____

DAY PHONE (w/area code): _____

MAILING ADDRESS: _____

RENTAL FEE:

Borough Residents: 4 hour rental for \$100.00 Non-Borough Residents: 4 hour rental for \$125.00

(If claiming resident status the contract and all checks must be in the resident's name)

DAMAGE/CLEANING: \$ 200 Check #: _____

*Check should be dated the date of your event.

TOTAL RENTAL FEE: \$ _____ Check #: _____

***FULL PAYMENT DUE UPON SUBMISSION**

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

I understand and do hereby agree that:

1. Use of the Borough's name and/or logo in the promotion of any event, including those events which an entity may hold at the Pavilion, is strictly prohibited without the consent of Borough Council. The Borough reserves the right to cancel the reservation of any person, group or organization violating this policy. Any person, group or organization violating this provision will also forfeit their rental fee.
2. A separate check must be made out for \$200.00 for the damage/cleaning deposit. **This check must be dated the date of your function.** This check will be shredded following the rental, provided there are no damages and the pavilion is cleaned.
3. All persons that use the pavilion are required to abide by all park and recreation rules and regulations. Regulations will be provided when the Permit is submitted.
4. 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**
5. Permit holder agrees to be responsible for any damage done to the pavilion while this Permit is in effect.
6. The Permit holder is required to clean up any/all debris after each event. **Suggested cleaning supplies to bring:** broom, dust pan, garbage bags, bucket, and/or rags
7. Cleanup must be completed within one hour following the event. ***Renter must dispose of all garbage properly, empty garbage can(s) and place trash in dumpster.**

8. Responsible adult supervision must be maintained at all times during use of the pavilion.
9. The Borough reserves the right to photograph events for promotional purposes.
10. Renters desiring to provide activities (bounce house, catering, entertainment, etc.) must comply with the Third Party Vendor Rider.
11. **STAPLES, NAILS AND THUMB TACKS ARE NOT ALLOWED TO BE USED ON 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. ELECTRICITY IS AVAILABLE.**
12. **NO ALCOHOL IS PERMITTED IN THE PARK.**
13. **CANCELLATION POLICY: IF THE PERMIT HOLDER CHOOSES TO CANCEL THE DATE OF THE RENTAL WITHIN 30 DAYS OF THE EVENT, ALL MONEY WILL NOT BE REFUNDED; OTHERWISE MONEY WILL BE RETURNED TO THE ABOVE ADDRESS MINUS \$30.00 ADMINISTRATIVE FEE.**

***This signed permit gives the renter exclusive use of the pavilion during specified date and times. This permit should be present during the rental date.**

Renter's Signature: _____

Date: _____

Email: _____

**NON-EMERGENCY # FOR POLICE: (412) 473-3056
EMERGENCY ONLY DIAL 911**

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

Borough of Franklin Park
USE OF PARKS AND PARK LAND
RULES AND REGULATIONS

**THE FOLLOWING RULES AND REGULATIONS GOVERN THE USE OF ALL
BOROUGH PARKS AND PARK LAND:**

1. Organized groups shall not use any Recreational Facility for any purpose without first obtaining a permit from the Borough. (I.E. sports leagues, daycare facilities, parties, personal/group training, or other activities deemed organized by the Borough of Franklin Park)
2. All parks and park land of the Borough shall be closed daily to the public between dusk and dawn. No person, other than authorized employees of the Borough shall be in any park area between dusk and dawn unless participating in a permitted activity.
3. No person shall deface, remove, or damage any of the trees, turf, buildings, structures, fixtures, regulations, or notices, therein or any other property of the Borough located within a park area.
4. No person shall conduct themselves within a park to disrupt others using the park for recreational purposes. (I.E. loud music, misbehavior, gambling, profane language)
5. No person shall dispose of any litter on park grounds except by disposing of litter in receptacles designated for this purpose. Excess litter shall be removed by the user of the park.
6. Alcohol is limited to paid and permitted reservations within the parks. No person shall bring any alcoholic beverage into any other park area for themselves or others. Reservation information can be obtained at the Borough office or www.franklinparkborough.us.
7. Motorized vehicles are only permitted on designated roadways and parking lots. No motorized or recreational vehicles other than Borough equipment or emergency vehicles shall be permitted outside of these areas in any park. All posted vehicle parking regulations and restrictions must be observed when using the park. No person shall wash, clean, polish, grease, lubricate or otherwise make repairs to any motor vehicle in any park area, except when emergency repairs of a minor nature may be required.
8. Horseback riding is permitted only on designated equestrian trails.
9. Permits for the use of park buildings, shelters, fields, or other areas are hereby required and may be obtained only by persons over twenty-one (21) years of age. Reservation information can be obtained at the Borough office or www.franklinparkborough.us.
10. Pets are permitted only when on a physical leash. Pets are not permitted on any athletic field, playground area, or as otherwise posted. Owners shall be responsible for cleaning up after their pets.
11. Fires may not be built anywhere in the park without permission of the Borough of Franklin Park. No person shall throw away or discard any lighted match, cigar or cigarette anywhere other than the designated containers

12. Peddlers, picnic parties, or any other person whosoever shall not sell or offer for sale any article or service for hire within the limits of any park or set up therein any stand or booth for such purpose or distribute or display handbills, cards or advertisements of any nature whatsoever unless duly authorized to do so by written permission from the Borough.
13. Moving of picnic tables is permitted in the parks; however, they must be replaced to original location before leaving the park.
14. Camping is not permitted in any of the parks, except by authorized permit.
15. Any person, group or organization reserving Borough facilities must use them strictly for their own use. Any use, sub leasing, or permission given to other parties may result in termination of lease/permit without refund.
16. No hunting is permitted within any borough park without permission and approval of the Borough of Franklin Park.
17. It is prohibited to throw, discharge or otherwise place or cause to be placed in the water of any fountain, pond, lake, stream or other body of water in or adjacent to any Borough park or any tributary, stream, storm sewer or drainage flowing into such waters, any substance, matter or thing, liquid or solid, which will or may result in the pollution of said water.
18. It is prohibited to bring in or dump, deposit or leave any bottles, broken glass, ashes, paper, boxes, cans, dirt, rubbish, waste, garbage, refuse or other trash on any park land.
19. The use of all public address systems, radios, stereos, and any other sound amplification device shall be used in a manner consistent with Borough Ordinance Chapter 136, Articles I & II entitled Noise except for approved events.
20. No person shall operate any recreationally remote-controlled device in any park without permission of the Borough of Franklin Park.
21. Any person, partnership or corporation violating any provision of these Rules and Regulations shall, upon conviction thereof, be sentenced to pay a fine of not more than \$300.00 plus damages and cost of prosecution as set forth under Ordinance #127-73.