

WEST LAMPETER TOWNSHIP
852 Village Road, Box 237, Lampeter, PA 17537
717-464-3731

**VILLAGE PARK
PAVILION RESERVATION APPLICATION**

Please print the following information and return to the above address with the appropriate fee and certificate of insurance naming the Township as "additional insured".

Name or Group _____

Address _____

Telephone _____

Name of Responsible Representative _____

Address _____

Telephone _____ **E-mail** _____

Purpose of Gathering or Activity _____

Participants _____ **Date of Event** _____

Time from _____ **am/pm** **to** _____ **am/pm**

Reservations will not be accepted until the completed reservation form, certificate of insurance (for companies/organizations) and required fee are submitted. Permit fees are based on a three (3) hour period. Permits are issued on a first-come, first-serve basis. The Township reserves the right to immediately revoke permits to groups, which violate the park "Rules and Regulations" (attached).

I, the undersigned applicant and responsible individual for the above named group, promise that my guests and I shall obey all park "Rules and Regulations" of West Lampeter Township and will not hold the Township, its officers, agents, or employees, liable or responsible for any injury or accident which may occur to me or my guests. I also understand that failure to obey the park "Rules and Regulations" will result in the immediate revocation of my approval and the escorting of my group from the premises. It is understood that the gathering to be held is not a benefit affair and that no admission is to be charged, and that no tickets are to be sold.

DATE: _____ **SIGNATURE:** _____

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FOR OFFICE USE ONLY

FEE PAID \$ _____ **CASH** ____ **CHECK** _____ **Date** _____

APPROVED BY _____ **DATE** _____

Inspection Report by _____ **Date inspected** _____

FEE: \$25 per three-hour period (non-refundable)

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**VILLAGE PARK
RULES AND REGULATIONS**

REGULATIONS

- a. All public parks and playgrounds owned, operated, maintained or supported by the Township of West Lampeter shall be closed between the hours of sunset and sunrise. No person, other than authorized supervisors, police, road crew or similar personnel, shall occupy, frequent or use the parks and playgrounds between such hours, except when such parks and playgrounds are being used for special events, entertainment, athletic contests or similar affairs which have been authorized, schedule and/or are supervised by the Township.
- b. All structures, equipment and facilities owned by the Township in park and public property are to be used in an appropriate fashion for the activities for which they were designed and intended.
- c. It shall be unlawful for any person to do any of the acts hereinafter described within the limits of any Township park or public property:
 - (1) To engage in any conduct which interferes with the peaceable use of park or public property by other people, including but not limited to the throwing of stones, sticks or hard objects in the vicinity of other people (and the use of lewd, vulgar or sexually suggestive language or behavior in the presence of other people).
 - (2) To permit any owner's dog, livestock or other pet or animal under the owner's control to run at large. An owner is responsible for cleaning up any waste from his or her animal and properly disposing of said waste in containers provided for same or in the owner's trash collection receptacles.
 - (3) To carry, have or discharge any firearms, bows and arrows, air or spring rifles, slings, or any other weapon.
 - (4) To engage in archery and hitting of golf balls, except on such grounds or place specifically designated for such purpose.
 - (5) To possess, drink or be under the influence of any alcoholic beverages or illegal drugs.
 - (6) To break, cut, deface, disturb, injure or take any flower, fruit, plant, tree, shrub, bench, building, fence, monument or other structure, apparatus or property.
 - (7) To operate any motorized vehicle, snowmobiles, mini-bikes, go carts or any similar device at any place other than roadways or special areas specifically designed for operation of such vehicles.
 - (8) To throw or deposit cans, bottles, broken glass, paper or rubbish of any kind except in specially designated containers provided for their proper disposal.

FACILITY USE PERMITS

It shall be required to file an application to obtain approval to reserve any facility or pavilion for an activity, event or function in any of the Township parks.

- a. Each approval issued by the Township, or its designated agent, shall be subject to park rules and regulations, and a person to whom such a approval may be granted shall be bound by the rules and regulations as fully as though the same were inserted in the approval.
- b. Any person to whom such approval may be granted shall be liable for any loss, damage or injury sustained by any person for reason of negligence of the person or persons to whom such approval may be granted, their agents or employees. A certificate of insurance naming the Township as "additional insured" for the specific event shall be required as part of the application.
- c. Specific portions of the rules and regulations may be waived only upon written approval of the Board of Supervisors.
- d. All fees and deposits as established by the Board of Supervisors are required to be submitted along with the application for the use of parks and facilities.
- e. It will be the responsibility of the approved applicant(s) to clean the area following the event. A follow-up inspection will be done by the Township, and any damage or cleaning required will be noted and may result in a loss of the deposit fee or additional charges being incurred.

FAILURE TO OBEY RULES AND REGULATIONS

Any person who shall violate or fail to comply with the rules and regulations adopted by the Board of Supervisors will result in the immediate revocation of the approved use and the escorting of the group from the premises. [Furthermore, any person who violates or fails to comply with the rules and regulations may be found guilty of a summary offense and upon conviction thereof shall before a District Justice be sentenced to pay a fine of not less than (\$25.00) nor more than (\$300.00) together with costs of prosecution and in default of payment thereof shall be imprisoned for not more than (30) days.]

FEES:

Non-Profit (certificate of insurance required)/ Non-League

Fees are based on a three-hour period and are non-refundable.

Picnic Pavilion	\$25.00
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