



BOROUGH OF HELLERTOWN

685 MAIN STREET

HELLERTOWN, PA 18055

610-838-7041

< mm/dd/yyyy >

< Owner/Req Name >
<addr >
<City Name > , <ST > <postal >

WATER STREET PARK		
Pavilion _____	Basketball Court _____	Volleyball Court _____

In response to your request to rent the above, please complete this form answering all questions in full:

Rental Date: ___/___/___

Hours: ___ TO ___

Attendance: ___ People

Purpose: _____ **Family Reunion, Birthday Party, Company Picnic, Graduation, Etc.**

Name of Company Providing Public Liability Insurance _____

*All Fees, security deposits and certificate of insurance (Applies to organizations/businesses) must accompany permit application in order to be processed.

Person In Charge:

Name, Address, Phone & Cell

PHONE: _____

CELL: _____

*If you wish to be on the mailing list for next year **CHECK HERE**

I/We hereby request permission for the use of the Water Street Park Pavilion , Basketball Court or Volleyball Court as specified above and, if granted permission, I/We agree to comply with any and all Ordinances and Resolutions regulating use of same.

Cancellation requests must be made in writing, for any cancellation less than fourteen (14) days prior to the event or activity, the entire fee is forfeited, however the security deposit fee will be refunded. I/We have been provided with a copy of the pavilion rental rules and regulations. I agree to maintain the pavilion area in the same condition before leaving the area.

Please Read and Initial Park Rules on Reverse Side

Rental Fees: \$ _____	<input type="checkbox"/> Cash	<input type="checkbox"/> Check # _____	Date: _____
Security Deposit: \$ _____	<input type="checkbox"/> Cash	<input type="checkbox"/> Check # _____	
Approval Date: _____	Park Manager _____	<input type="checkbox"/> N/C	
*The security deposit will be refunded within 2 weeks after inspection and confirmation by the public works department that the facility was left in a clean and orderly fashion.			
Security Dep. Mailed on: _____	Initials: _____		

