

**BOROUGH OF HELLERTOWN
685 MAIN STREET
HELLERTOWN, PA 18055
610-838-7041**

Date: _____

Name: _____

Address: _____

Phone: _____

<u>AUTHORITY PARK RENTAL</u>
Rental Fee: \$ 25.00
Security Deposit: \$ 100.00

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

Rental Date: ____/____/____

Time: _____

Attendance: _____ # People

Purpose: _____

I/We hereby request permission for the use of the Authority Park fountain area as specified above and, if granted permission, I/We agree to comply with any and all Ordinances and Resolutions regulating use of same. If you have a problem with occupancy, contact Northampton County Non-Emergency at 610-759-2200

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 Authority Park rental rules and regulations. I agree to maintain the fountain area in the same condition before leaving the area.

Please Read and Sign Park Rules on Reverse Side

Signature: _____

Date: _____

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 Deposit Mailed On: _____ Initials: _____

Authority Park Rules and Regulations

- All park rental applications must be signed and approved by the Park Manager
When approved, a confirmation will be mailed to you with a copy of the paid rental and the application rules and regulations. If your application is not approved, you will be called.
- Additional chairs and/or seating are prohibited in the park and fountain area.
- Setting up and/or serving food or drink in the park and fountain area is prohibited.
- An approved application must be available on site the day of the event.
- Telephone reservations are NOT accepted. All fees must accompany application.
- Application/reservation must be submitted at least 2 weeks prior to the event.
- We cannot accept a reservation for an alternate rain date.
- Alcoholic beverages are prohibited.
- Pets are prohibited other than service animals.
- The throwing, placing or discarding of any and all celebratory items is prohibited; (i.e. rice, flower petals, bird seed, etc.) Please leave the fountain and surrounding areas clean.
- Please use trash receptacles.
- No parking in restricted areas.
- You are responsible for the fountain area from the time that you arrive until the time that you leave. Therefore, it is necessary that the time indicated on your application be accurate.
- Any time variation from what is listed on this application will require a written request and approval by the Borough of Hellertown so that the necessary staff may be informed.
- The required security deposit will be refunded if the property utilized is in a neat and orderly condition after the applicant's use. In cases where the fountain area must be cleaned or is damaged, the security deposit will not be refunded.
- The applicant assumes full responsibility for any damage to Borough equipment or property
- The Borough of Hellertown assumes no responsibility for injury or death of any individual occurring within the recreation places of the Borough of Hellertown. All users of said recreation places hereby agree to assume the risk of any injury or death.
- The Borough reserves the right to refuse, at its discretion, any permit requested, for just cause and further reserves the right to revoke any permit previously issued for the just cause.

Signature of Applicant

Date

