

SUSQUEHANNA TOWNSHIP PARKS AND RECREATION

1900 Linglestown Road Harrisburg, PA. 17110

(717) 909-9228 Fax (717) 540-4298

www.susquehannatwp.com

This form is for field and court rental only.

The reservation of a facility by payment of a proper fee and issuance of a facility permit guarantees the **use of that space only** for the date(s) and time(s) specified and shall not affect the use of the adjacent park facilities by the general public. All applicants and facility users must agree to abide by all park rules and regulations as set forth by the Township. All facility users come directly under the jurisdiction of the Township Police Department. The Township Commissioners reserve the right to disapprove an application that they feel will interfere with other activities or with the general good of the Township, and/or any affected citizen.

One field or court per form please!

Organization: _____

Field Type: _____ **Park:** _____

Requested Dates: FROM: _____ **TO:** _____

Requested Hours: Sun _____ **-** _____ **Mon** _____ **-** _____ **Tues** _____ **-** _____

Wed _____ **-** _____ **Thurs** _____ **-** _____ **Fri** _____ **-** _____ **Sat** _____ **-** _____

(You may attach your schedule to this form.)

Concession Stand Use: YES _____ NO _____ **If yes, what hours? From** _____ **to** _____

Liability Insurance: policy # _____

(Please send a copy of current insurance listing Susquehanna Township as the certificate holder – wording on the document must be "Susquehanna Township is listed as an additional insured with respect to General Liability".)

REPRESENTATIVE NAME (please print) _____

(Representative must sign on page 2 of this document.)

ADDRESS: Street _____ **City** _____ **State** _____ **Zip** _____

PHONE (C) _____ **(H)** _____ **(W)** _____

E-MAIL ADDRESS _____

(See page 2 for rules and signature.)

Available fields and courts:

Apple Creek:	soccer/multipurpose field
Christian McNaughton Park:	soccer field, small baseball field
Donald B. Stabler Park:	small baseball field, softball field, basketball court
Edgemont Park:	softball field, basketball courts (2)
Veterans Park:	baseball/multipurpose field, softball field, soccer complex (4 fields), basketball, tennis courts

PLEASE READ THE FOLLOWING and SIGN BELOW:

1. All persons requesting reservations must be at least 18 years of age and present a Certificate of Liability Insurance for their organization.
2. Everyone using the facilities must follow the Park Rules & Regulations, which are posted and are covered by Township Ordinance. A copy of these rules and regulations along with a Rental Permit will be sent when your application is approved.
All recreation facilities are tobacco & alcohol free - No smoking, no tobacco products, no alcohol, regardless of the age of the person consuming it.
3. Refundable cancellations are those requested more than two (2) weeks in advance of the scheduled activity unless weather is a factor. The Township has the right to cancel the event due to weather or any unforeseen circumstance.
4. Place all refuse in containers provided. Violation of this provision may bar future use by you or your group.
5. Any damage, defacement, or removal of park property will be prosecuted to the fullest extent of the law.
6. All concessions must have the written permission of the Township Manager.
7. Return payment; payable to Susquehanna Township Recreation, 1900 Linglestown Road, Harrisburg, Pa. 17110, along with this completed form to receive confirmation of reservation by permit.
8. Park hours are dawn to dusk, except at Veterans Memorial Park - when lights are used on athletic facilities, an eleven o'clock (11:00) pm curfew is observed.
9. Verify the accuracy of the information shown on this form and that you will abide by all rules, regulations and Ordinances by signing below where indicated.
10. All claims are waived against the Susquehanna Township Parks & Recreation Department and Susquehanna Township for any personal injury or death, which may occur, unless negligence is involved.

Representative Signature_____ **Date**_____

PLEASE NOTE: Completion of this form does not guarantee you will receive all dates and times as requested. You will be notified and issued a permit for facility usage if your request is approved.

FIELD/COURT RENTAL FEES

Baseball/softball field:	\$31.50/hr; lights \$21/hr
	*Tournament play \$500/day; lights \$21/hr
	**League play@ Veterans park - \$15/game ; \$12@ other parks; lights \$18/hr
Soccer field:	\$35/hr; lights +\$21/hr
	*Tournament play \$500/day; lights +\$21/hr
	**League play@ Veterans park - \$17/game; \$14@ other parks; lights \$18/hr
Tennis court:	\$25/hr
	*Tournament play \$175/day
Basketball court	\$25/hr
	*Tournament play \$175/day

FIELD PREPARATION AVAILABLE AT AN ADDITIONAL COST:

Baseball/softball - \$31.50 weekdays, \$47.25 weekends/holidays **League play \$21.50- weekday; \$41.50 weekends
Soccer - Initial lining \$157.50, Re-lining \$47.25

*Tournament play = More than 2 games in 24 hours **League play = More than 10 games/season

*****TOWNSHIP ATHLETIC ASSOCIATION FIELD LINING/PREPARATION AND LIGHT FEE USE:**

- Baseball/softball fields: \$17.20 per event
- Soccer fields: Initial lining \$126, Re-lining \$37.80
- Light use fee: \$14.40/hr

*****Township Athletic Association shall be defined as the Susquehanna Township Baseball Association, Susquehanna Township Girls Softball Association, Susquehanna Soccer Club, and Susquehanna Township Midget Football Association.**

STPR STAFF COMPLETE:

TOTAL DUE_____

DEPOSIT \$_____CHECK #_____STAFF INITIALS_____

FEE PAID \$_____CHECK #_____STAFF INITIALS_____

PARK ORDINANCES GIVEN_____PERMIT GIVEN_____MUSCO SCHEDULE_____

COMPLETED: STAFF SIGNATURE: _____DATE _____