

**SUSQUEHANNA TOWNSHIP PARKS AND RECREATION**

1900 Linglestown Road Harrisburg, PA. 17110  
(717) 909-9228 Fax (717) 540-4298  
E-mail breichard@susquehannatwp.com  
www.susquehannatwp.com

**This form is for Township Parks & Recreation fields and Courts only, these fields are:**

Baseball fields: Christian McNaughton Park, Donald B. Stabler Park, Veterans Park.

Softball fields: Donald B. Stabler Park, Veterans Park, Edgemont Community Park.

Soccer fields: Veterans Park field 1 (multipurpose field), field 2 (softball field), Christian McNaughton Park and the Soccer Complex adjacent to Veterans Park.

This form is to be completed for athletic field and court use only. Include pre-game warm-up in your requested time. If you need additional dates for rainouts or other scheduling difficulties we will honor them on an as needed basis in the order received.

*“One field or court per form please”*

**Organization:** \_\_\_\_\_

**Field Type, Location:** \_\_\_\_\_

**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)

**REPRESENTATIVE NAME** (please print) \_\_\_\_\_

**ADDRESS** \_\_\_\_\_  
(Street) (City) (State) (Zip)

**PHONE (H)** \_\_\_\_\_ **(W)** \_\_\_\_\_

**E-MAIL ADDRESS** (Optional) \_\_\_\_\_

(See reverse for rules and signature)

**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 for their organization in the involvement of sports.
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 park permit will be sent when your application is approved.
3. Refundable cancellations are those requested more than two (2) week in advance of the scheduled activity unless weather is a factor.
4. Place all refuse in containers provided. Violation of this provision may bar future use by your group and/or forfeiture of your security deposit.
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. All claims are waived against the Recreation Department and Susquehanna Township for any personal injury or death, which may occur, unless negligence is involved.
8. Return payment; payable to Susquehanna Township Recreation, 1900 Linglestown Road, Harrisburg, Pa. 17110, along with completed form to receive confirmation of reservation.
9. Verify the accuracy of the information shown above and that you will abide by all rules, regulations and Ordinances by signing below where indicated.
10. Park hours are dawn to dusk, except Veterans Park when lights are used on athletic facilities an Eleven o'clock (11:00 PM) curfew is observed.

**Representative Signature** \_\_\_\_\_ **Date** \_\_\_\_/\_\_\_\_/\_\_\_\_

**FIELD/COURT RENTAL FEES**

Baseball field	\$25/Hr	with lights \$45.00/Hr	Tournament play \$450.00/day – lights +\$25.00/Hr
Softball field	\$25/Hr	with lights \$40.00/Hr	Tournament play \$400.00/day – lights +\$20.00/Hr
Soccer field	\$25/Hr	with lights \$45.00/Hr	Tournament play \$450.00/day – lights +\$25.00/Hr
Tennis court	\$18/Hr	with lights \$20.00/Hr	Tournament play \$125.00/day – lights +\$.2.00/Hr
Basketball court	\$18/Hr		Tournament play \$150.00/day

Field preparation available at an additional cost:  
Baseball/softball - \$30 weekdays \$40 weekends  
Soccer - Initial lining \$135 - Relining \$40

\* This is not a guarantee you will receive all dates and times requested, you will be notified of approval of your request and issued a permit for facility usage.

STPR STAFF COMPLETE:	
FEE PAID \$ _____	CHECK # _____ DEPOSIT \$ _____ CHECK # _____
PARK ORDINANCES GIVEN _____ PERMIT _____	
STAFF SIGNATURE: _____	DATE _____