Swatara Township Parks and Recreation Facilities Permitted Use Application

PLEASE PRINT CLEARLY

Name: _____

Address: _____

Telephone: _____ Email: _____

Organization: _____

Address: _____

Contact Person (if different from applicant): _____

Telephone of Contact Person (if different from applicant): _____

Park or Facility Requested: _____

Event Description: _____

Event Date: _____ Time: From _____ To _____

IMPORTANT! READ CAREFULLY!

A refundable **restroom key deposit of $75** will be charged for each private group or individual who wishes to reserve or rent a park facility, pavilion, or field. The $75 fee will be refunded upon return of the restroom key as long as the key is returned within 48 hours of completion of reservation or rental period.

Swatara Township residents requesting use of a park, field, or facility will not be assessed a rental fee for that use unless that use involves a personal pecuniary gain. Proof of residency is required.

Non-residents of Swatara Township will be charged a **NON-REFUNDABLE** fee of $100 for reservation or rental of any Swatara Township park, pavilion, field, or other facility. This fee is in addition to the $75 key deposit. **Professional/business groups** renting for pecuniary gain are assessed a minimum $150 per field/per day.

Damage Fees will be assessed to the renter of record on the Permit Application Form for actual costs, including staff time, for repair, replacement, or damage to Township property, facilities or equipment caused by attendees of the event.

A copy of the renter's valid driver's license or photo identification card is required at the time of application for proof of residency.

Requestor Signature: _____ Date: _____

OFFICE USE ONLY:

RESTROOM KEY DEPOSIT PAID $_____ RENTAL FEE PAID $_____ CHECK #_____ CASH_____

RESTRICTIONS ON USE:_____

_____

STAFF SIGNATURE:_____APPROVED/DENIED(circle one)DATE:_____

DATE KEY RETURNED:_____ DATE DEPOSIT REFUNDED_____

STAFF SIGNATURE: