Borough of Heidelberg

1631 East Railroad Street, Heidelberg, PA 15106
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www.heidelbergborough.org manager@heidelbergborough.org

Heidelberg Park Pavilion Rental

SECTION 1: APPLICATION INFORMATION

1. Name of Applicant: _____
2. Address: _____
3. Phone Number: _____
4. Driver's Operator I.D.: _____
   (Or Other Photo I.D.)
5. Name of Organization *(If Applicable)*: _____
6. Address: _____
7. Phone Number: _____

SECTION II: SHELTER INFORMATION

A. Shelter being Requested: **Heidelberg Park Pavilion**
B. Rental Date: _____
   NOTE: A separate application must be processed for each day the shelter is requested.
C. Number of Persons Expected: _____
D. Purpose of Rental: _____
E. Time Shelter will be Used: BEGIN_____ and ENDING _____
F. Application being submitted for Alcohol Permit (*circle one*): **YES or NO**

SECTION III: SIGNATURE OF APPLICANT

The undersigned hereby makes application for the use of the above-described shelter and agrees to abide by the rules and regulations in effect, and;

To lease the shelter in good proper condition and to report any damage done during the use of the shelter to the Heidelberg Borough Police Department within twenty-four hours after use. The applicant further agrees to hold the Borough of Heidelberg harmless from liability of any nature. The undersigned further understands that any expenses to the Borough of Heidelberg related to damage or misuse of the park shelter or park facilities during use will be subject to fines and penalties.

_____ _____
Signature of Applicant **Date / Time**

SECTION IV: BOROUGH APPROVAL

_____ _____
Borough Official **Date of Approval**
Amount Paid / Check No.: _____ **Deposit Returned:**_____

Revised 03/2022

SECTION V: PARK RENTAL INFORMATION

A. FEE SCHEDULE:

BOROUGH RESIDENTS:	**$75.00**
NON-RESIDENTS:	**$150.00**
ALCOHOL PERMIT FEE:	**$25.00**
CLEANING / SECURITY - KEY DEPOSIT:	**$50.00Resident/$200 Non Resident**

***** PLEASE NOTE: Permits for use of the park shelter in a calendar year are available on a first come / first serve basis and are available for application on January 1 or the first day of business of each calendar year. Applications are only taken, considered and granted within the current calendar year. Full-payment with deposit is required at the time of making application. Notice of cancellation must be given to the Borough Manager seven (7) days prior to the scheduled date of use or forfeit payments made.**

B. USE CONDITIONS:

1. **The permit applies only to the date stated in the application.** Permit does not imply exclusive use of the entire Park, but for shelter use only. All play apparatus, play areas, court areas, trail and field must be shared with other users. Permit implies use of the provided tables only. Park supplied tables may not be moved from the shelter.
2. The person whose name appears on the permit:
   - **Is responsible that all laws are obeyed by all persons utilizing the shelter.**
   - **Shall be responsible for the conduct of all persons utilizing the shelter.**
   - **Shall be responsible for litter and damage control**
   - **Must clean up the shelter and remove all trash at the time of departure**
3. The Borough allows the use of alcohol by permit only.
4. Hours of Heidelberg Park are from Dawn to Dusk. Park lights are on a sensor and come on at dusk.
5. The permit may be revoked at any time if a violation of Ordinance No. 580 occurs.
6. Attached and made part of this application is Ordinance No. 580, adopted by Borough Council and Mayor which establishes rules and regulations for the use of Borough Parks.