

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.

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, their park attendant, park supervisor and 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, 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 _____

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

(See reverse or page 2 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. **All recreation facilities are tobacco free.** No smoking, no tobacco products.
3. Refundable cancellations are those requested more than two (2) week in advance of the scheduled activity unless weather is a factor. 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. 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 by permit.
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 _____ / _____ / 2016

FIELD/COURT RENTAL FEES

Baseball field	\$25/Hr.	with lights \$45.00/Hr	Tournament play \$450.00/day – lights +\$20.00/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 \$400.00/day – lights +\$20.00/Hr.
Tennis court	\$20/Hr.		Tournament play \$125.00/day
Basketball court	\$20/Hr.		Tournament play \$125.00/day

Field preparation available at an additional cost:
Baseball/softball - \$30 weekdays \$45 weekends
Soccer - Initial lining \$150 - Relining \$45

* Completion of this form does not guarantee you will receive all dates and times as 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 _____ MUSCO SCHEDULE _____	
STAFF SIGNATURE: _____	DATE _____