

NORTH COVENTRY TOWNSHIP

BOARD OF SUPERVISORS

845 S. Hanover Street, Pottstown, PA 19465

Phone (610) 323-1694 Fax (610) 323-7239

PARKS AND RECREATION

parks@northcoventry.us

PARK & RECREATION COMMISSION

2016 PAVILION RESERVATION APPLICATION AND AGREEMENT

- Kenilworth Park Pavilion Coventry Woods Chestnut Hill Pavilion
 Coventry Woods Sweinhart Pavilion River Bend Park Pavilion
 Resident \$30/day Non-Resident \$60/day
 Non-Profit Fee Waived in Lieu of Community Service: _____

Date of Application _____

Applicant (Organization or Individual) _____

Address _____ Telephone _____

Contact Name: _____

Date of Use: _____ Event: _____

*Hours of Use: _____ *Parks close at sunset unless otherwise approved.

Advisories:

- Pavilions rentals are granted on a first come, first serve basis.
- Reservations will be held for 2 weeks without payment. If fees are not paid within 2 weeks the reservation will not be held.
- Fees are non-refundable.
- Reservations include only the pavilion. Pavilion guests are welcome to use any park facilities, but pavilion reservations do not include exclusive use of any other park facilities.
- Portable sanitary units (Porta Potties) *See Regulation #4 below*
 - Coventry Woods unit is located at **Fernbrook Access Parking area**.
 - Chestnut Hill Pavilion does not have a sanitary unit.
 - Kenilworth Park unit is located at the **Over Look Access** parking area.
 - River Bend Park unit is located at **Batdorf Field**. *This unit is closed during the winter months.*
 - *With prior approval, you may arrange for an additional sanitary unit(s) to be delivered and then removed for use during your event. You are responsible for all fees incurred for any additional unit(s). Placement of additional units must be coordinated with the Township.*
- Water sources in our parks are not tested as potable.
- Access to electrical service may be limited or non-existent.

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Our Parks are “Pack It In, Pack It Out” See Regulation #2 below

- Pack It In, Pack It Out helps to preserve the beauty of our parks and protects wildlife. Trash receptacles are not provided in our parks.
- Bring trash bags and receptacles with you so you can “pack out” out all trash and recyclables.
- Please remove not only your own trash and recyclables, but also waste left behind by guests and spectators.
- **All waste must be packed out, and disposed of, by you at the end of your day/event.**

Regulations for the use of North Coventry Recreational Properties are:

1. All parties using the recreational properties shall abide by the provisions of North Coventry Township Ordinance No. 65 regulating the use of such lands.
2. All trash and garbage shall be removed by the users of the property. There shall be no litter remaining on the grounds and/or in the pavilion.
3. All equipment shall be restored to its placement prior to use of the property. If any damage has inadvertently occurred, please inform the Recreation Commission Official, so that repair can be made.
4. All users of property shall provide their own toilet paper, soap, and paper towels.
5. Organizations with liability insurance coverage shall submit a Certificate of Insurance (\$1 million) coverage when reservation is secured.
6. By signature of this reservation form, all organizations and individuals agree to save harmless North Coventry Township Recreation Commission and North Coventry Township from any and all claims arising from the use of the Township properties.

***Request to add sanitary facility(s):** Company _____ Number of units _____

Approved Park and Area(s) of Placement Per Parks and Recreation Representative _____

****Renter shall be responsible for arranging delivery and removal of units, and must pay all associated fees.***

Signature of Renter _____

To Be Completed by North Coventry Parks and Recreation Representative

Approved Denied Notes: _____

Authorizing Signature _____

Total Fees Due \$ _____ (Non-Refundable) Insurance certification received

Paid Cash Check # _____ Date _____ Payment Accepted By _____