



LIMERICK TOWNSHIP
DEPARTMENT OF PARKS & RECREATION
646 West Ridge Pike Limerick, PA 19468
610-495-6432 * Fax 610-495-0353
www.limerickpa.org



PAVILION RENTAL APPLICATION - 2010

Welcome -----

Due to numerous pavilion rental requests for Limerick Township park facilities, the Limerick Township Department of Parks and Recreation has made some improvements in the pavilion rental procedures and system. LTP&R rents the (2) pavilions at the Limerick Community Park, (1) Veteran's Park and (1) Linfield Landings Park through the months of April - October.

Limerick Township residents take great pride in their park and recreation facilities. It is the intention of the Department of Parks & Recreation to protect the investment the community has made to them. LTP&R strives to maintain these facilities in an attractive and safe manner for all users to enjoy. To this end, certain rules and regulations have been developed that apply to all users of our facilities.

The following is the current Limerick Township's Pavilion Rental Application and guidelines. Should you have any questions, please feel free to contact the LTP&R staff for assistance. After you complete the application, detach the application page and return with a \$10.00 application fee (*which will be deducted from the total rental fee*) to the LTP&R office no later than 3 weeks before your event. The Parks and Recreation Office will complete a permit for your use of the pavilion for your event and mail it to you.

Thank you for choosing Limerick Township Parks & Recreation facilities for your event. We hope you and your group have an enjoyable time at our facilities.

Best Wishes for a successful event in 2010!



Pavilion Rental Rules & Guidelines - Limerick Township

General:

- All park facility rental reservations shall be made through the Limerick Township Parks and Recreation Office.
- Township residents along with non-residents may reserve the pavilions beginning March 1st for usage to begin on April 1st through October 31st. Rental times are as follows: **(RENTAL TIME INCLUDES SET-UP & CLEAN-UP)**
 - 9:00 am – 12:30 pm
 - 1:00 pm – 4:30 pm
 - 5:00 pm to dusk
- There is a \$10.00 rental application fee which is deducted from the total rental amount once the permit is sent. Rental fees vary depending on group size and residency.

Applicant Responsibilities:

- The pavilion must be cleaned and vacated by the stated ending time. The parking lot and immediate facility area are considered part of the facility and must be free from litter. Please bag trash and take to dumpster after your event.
- Return all tables to original locations and shut off lights if using them.

Limitations:

- The uses of alcohol and controlled substances are strictly prohibited. Please do not smoke under pavilions or inside the Manderach Memorial Playground area.
- Glass containers are prohibited at the pavilions. This includes the parking lot and area surrounding the facility.
- Park amenities (i.e. playground area, basketball courts, volleyball courts, etc.) are open to the general public on a first come-first serve basis.
- All signs/banners/decorations are to be tied. The use of staples, tacks, nails, etc. is not permitted. All signs/banners/decorations are to be removed completely following the activity/event.
- Tents/canopies are not permitted without prior approval and will be stated on permit.
- Grills are available at Veteran's Park and Linfield Landings Park **ONLY**. **No gas grills, charcoal grills, fires etc. are permitted at the Limerick Community Park.**

Emergency:

- In the event of an emergency call 911. For non-emergency police assistance call 610-495-7909.
- If anyone is at the pavilion at the time of your rental that is not part of your group, please make sure to have your permit with you. If there are any problems, please contact the Parks & Recreation Director at 610-721-0133.

Parking:

- Parking in designated parking spots **ONLY**. Vehicle access is limited to the general parking areas. Driving on the walking track to loading/unloading at the Lion's Den pavilion is strictly prohibited. You will be fined for driving on walkways.

Animal Policy:

- All animals must be on a leash at all times and owner must clean up after them. No animals are permitted within the Manderach Memorial Playground area.



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2010 PARKS & RECREATION RENTAL FEES

Limerick Township Community Park, Veterans Park & Linfield Landings

Pavilions available for rent:

Limerick Community Park	Main Pavilion Section A (6 picnic tables - 30 people) Main Pavilion Section B (12 picnic tables - 75 people) Lion's Den Pavilion (4 picnic tables - 30 people)
Veteran's Park	Main Pavilion (10 picnic tables - 65 people)
Linfield Landings Park	Main Pavilion (4 picnic tables - 30 people)

Rental Time Periods: 9:00 am - 12:30 pm 1:00 pm - 4:30 pm 5:00 pm - dusk (Rental time includes set-up & clean-up)	LIMERICK TWP. RESIDENT	NON- TWP. RESIDENT
Up to 30 guests	\$30	\$65
31 to 50 guests	\$55	\$90
51 to 75 guests	\$80	\$115
76 to 100 guests	\$105	\$140
101 to 125 guests	\$130	\$165
125+ needs Special Events Permit		

School Group Pavilion Rental Fees: *(Rental Time: Monday through Friday 10 am - 2 pm)*

Limerick Township non-public school: \$25.00 (4 hrs.)
 Non-Spring-Ford Area School District school group & non-township school: \$50.00 (4 hrs.)

Summer Camp Group Pavilion Rental Fees:

(Rental Time: Monday, Wednesday or Friday 10 am - 2 pm during June, July & August months)

Summer Camps: up to 50 kids \$25.00 (LT) - \$50.00 (NR)
 50-100 kids \$60.00 (LT) - \$85.00 (NR)

Single Use Field/Court Rental Fees: *(Ball field, Basketball Court, Sand Volleyball Court or Tennis Court)*

(Rental Time Periods: 9 am - 12 noon 1 pm - 4 pm 5 pm - 8 pm) \$25 LT/\$35 NR

LT - residents, organizations based in Limerick Township/ NR - residents, organizations not based in Limerick Township

Cancellation Policy:

# of business days before date of event	Cancellation fee
5 business days or less	\$20
6 to 10 business days	\$15
11 or more business days	\$10

To cancel a permit, the permit holder must call the Limerick P&R office at 610-495-6432x150. You may reschedule your canceled outing to another available date or request a full refund.

1. In cases of INCLEMENT WEATHER, a Limerick Township P&R staff member will attempt to reach you at the telephone number(s) listed on your permit to discuss park availability. Cancellation in this case is without penalty.
2. Cancellation due to THREATENING WEATHER is without penalty if made within:
 - *24 hr. of the starting time of Monday-Saturday permit
 - *48 hr. for a Sunday permit
 - *72 hours for holiday Monday permit

No refunds given for no-shows. Please allow approximately four weeks for refunds to be processed.



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PAVILION RENTAL REQUESTS (Please Print clearly & Fill out completely):

REQUESTED USE DATE:	1 st Choice _____	2 nd Choice: _____	
RENTAL TIME PERIOD: (Circle)	9 am - 12:30 pm	1 pm - 4:30 pm	5 pm - dusk

<u>LIMERICK COMMUNITY PARK</u>	<u>VETERNANS PARK</u>	<u>LINFIELD LANDINGS PARK</u>
____ Main Pavilion Section A	____ Main Pavilion	____ Main Pavilion
____ Main Pavilion Section B		
____ Lion's Den Pavilion		

TYPE OF EVENT PLANNED (i.e. birthday party, family reunion, graduation party, etc.)	NO. ATTENDING:

NAME	LIMERICK TOWNSHIP RESIDENT	
	[] Yes	[] No
ADDRESS	CITY	ZIP
E-MAIL	PHONE (H)	PHONE (Cell)

- Will a caterer be used? [] yes [] no
 If yes, explain _____
- Will there be any amplified sound producing equipment used? [] yes [] no
 If yes, explain _____
- Will there be a need for electricity? [] yes [] no
 If yes, explain _____

I acknowledge having received and read Limerick Township's Department of Parks & Recreation Park Rules and Regulations and agree to abide by all rules and regulations set forth by Limerick Township Department of Parks and Recreation. I further understand that I assume full responsibility for all applicable rental fees and/or additional fees assessed as a result of failure by my group to abide by all established guidelines and/or damage to property/facilities/equipment. The lessee further agrees to leave the site in a clean and orderly condition following use and to cooperate with any Township official requesting the user to act in accordance with the above stated guidelines. Full responsibility for any damage to property or persons is assumed by the undersigned as an agent for the sponsor of the event or use. The Township, its officials, employees, agents and volunteers shall be saved harmless from any claim and/or liability hereby arising out of or in connection with the function, activities and uses of requested premises.

Signature: _____ Date: _____

Permit will not be processed unless application is signed and dated. Thank you.

FOR LTP&R OFFICE USE ONLY:

Date Received:	_____	Use Fees:	
Date Permit Sent:	_____	Rental Fee Total:	\$ _____
Initials:	_____	Application Fee:	\$10.00 (cash/check # _____)
		TOTAL DUE:	\$ _____