



Park Facilities Use Permit

261 Quarry Road
 Hummelstown, PA 17036
 717-566-2555

Effective February 2023

Reservation is for (Check One) :

Alexander Park

Schaffner Park

Mehaffie Park

*** Pavilion and Restrooms at Alexander, Schaffner and Mehaffie*

*** Kitchen/Concession Stand at Schaffner*

*** Mehaffie Portable Bathroom*

Date _____

Start Time _____

End Time _____

***Parks are open Dawn to Dusk*

Type of Event _____

Est # of Guests/Attendees _____

Name of Registrant _____

Hummelstown Resident: Yes No

Contact Information:

Address of Individual or Organization _____

Email _____

Phone _____ (C) _____ (H) _____ (B) _____

DAILY PARK RENTAL RATES					
	RESIDENT	NON-RESIDENT	NON-PROFITS IN Lower Dauphin School District	Hummelstown SPORTS ASSOC	Professional for-Profit Events
Pavilion and BR	\$100	\$200	\$37.50	NA	\$250
Pavilion, BR and Kitchen	\$150	\$250	\$75	NA	\$350
Fields	\$250	\$250	\$125	NA	\$300
Key Deposit	\$75	\$75	\$75	\$125	\$75
Security Deposit	NA	NA	NA	NA	\$100
Insurance	NA	NA	\$1,000,000	\$1,000,000	\$1,000,000
Season Charge	NA	NA	NA	\$2,000	NA
Damages-Cleaning	Up to \$2000 plus damages				

IMPORTANT! READ CAREFULLY!

- 1) Parks open from dawn to dusk
- 2) A refundable **restroom key deposit of \$75** will be charged for each Park Facilities Use Permit Application when a key is issued with the reservation. The \$75 fee will be refunded upon return of the restroom key provided the key is returned within 48 hours of completion of reservation or rental period.
- 3) Damage Fees will be assessed to the renter of record on the Park Facilities Use Permit Application Form for actual costs, including staff time, for repair, cleaning, disposal, replacement, or damage to Borough property, facilities or equipment caused by attendees of the event. A penalty of up to \$2,000 may be assessed, in addition to actual costs, for deliberate or negligent damage to Borough facilities.
- 4) In the event of hazardous conditions, as determined in the exclusive discretion of the Borough, any Borough park, field, or facility may be closed at the discretion of the Borough Manager, or his/her designee.
- 5) Participants must obey facility rules and regulations.
- 6) A refund, less an administration fee of \$25, will be returned provided there is a two-week notice. Thereafter, no refund will be issued.
- 7) All Hummelstown Borough and Lower Dauphin School District activities will be given preference.

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.

<p>OFFICE USE ONLY:</p> <p>_____ RENTAL FEE PAID \$_____ CHECK #_____ CASH_____</p> <p>RESTRICTIONS ON USE: _____</p> <p>_____</p> <p>STAFF SIGNATURE: _____ APPROVED/DENIED(circle one)DATE: _____</p> <p>DATE KEY RETURNED: _____ DATE DEPOSIT REFUNDED _____</p> <p>STAFF SIGNATURE: _____</p>

HUMMELSTOWN BOROUGH PARKS AND FACILITIES RULES OF USE

The following rules and regulations are to be observed by all users of Hummelstown Borough Parks and associated facilities. Observations of these rules and regulations will help preserve and maintain the longevity and usefulness of the parks, facilities, and associated equipment. Care of these items along with proper civil behavior will allow all users of these facilities to enjoy the setting and prevent nuisances.

- No vandalism or defacing of property.
- No alcoholic beverages unless with approved special permit
- No littering or dumping.
- No tampering with trees or vegetation
- No golfing
- No bicycles on fields or playgrounds
- No skateboarding
- No profane language
- No disorderly or disruptive behavior
- All animals must be kept on a maximum 6-foot leash.
- All animal waste must be cleaned up by the owner of the animal or person in control of the animal.
- The person designated on the Permit Rental is responsible for leaving the rented facilities in good order and clean condition after use.
- All trash is to be placed in bags in provided receptacles or removed.
- No merchandising, sales, or display of items for sale (unless they are concessions, fundraisers, etc. for organized sports organizations, or part of an event, or otherwise approved by Borough Council, the Borough Manager or his/her designee)
- No posting, pasting, fastening, painting, writing, drawing, carving, tacking, or affixing any placard, bill, notice, sign, advertisement, or any inscription whatsoever upon any structure, tree, stone, fence, thing or enclosure within any recreation, park or conservation area, or on any public lands, highway or roads adjacent to any recreation, park, or conservation area, except with the prior approval of the Borough Manager.
- No motor vehicles except on designated areas
- No smoking, vaping, or holding a lighted cigar, cigarette, pipe or other lighted smoking device.

VIOLATION OF ANY OF THESE RULES MAY RESULT IN EXPULSION FROM THE PARK OR FACILITY, CRIMINAL PROSECUTION, AND / OR POTENTIAL LOSS F FUTURE PRIVILEGE TO USE HUMMELSTOWN BOROUGH PARKS OR RECREATION FACILITIES.