Borough of Castle Shannon

Permit No. _____

PERMIT TO USE BOROUGH PARK, RECREATION AREA OR FACILITY

The Permittee identified hereon is granted hereby the privilege to possess the park, recreation area, recreation facility, or structure or other facility owned and maintained by the Borough identified below for the Permittee's exclusive use on the _____ day of _____ subject to full compliance with the Rules and Regulations attached hereto, subject to the terms and conditions therein, and subject to payment of $_____ fee.

PERMIT FEES	
Residents: $150.00	Non-Residents: $250.00

Park Security/Police Dispatch
412-473-3056

THIS PERMIT IS VALID FOR USE OF THE FOLLOWING AS INDICATED:

1. **Riehl Park:** Pavilion _____

**KO Soccer has exclusive use of Riehl Park on Sundays in May and Saturdays in September until 12:00PM. Due to limited parking, we ask renters to not begin their events until after 12:00pm. Renters may access the pavilion to set up beginning at 9:00am.*

2. **Hamilton Park (Upper)** Pavilion _____

3. **Hamilton Park (Lower)** Pavilion _____ Pavilion & Field ($125 additional fee)_____

**Mastandrea Field is NOT included in the Lower Hamilton Pavilion Rental. To rent Mastandrea Field with the Pavilion there is an additional $125.00 rental fee.*

4. ***Municipal Center** Room C (Lower Level)_____

**Please note the kitchen facilities are no longer available at the Municipal Center. There is a 30-person maximum for this room.*

PERMITTEE

1. Date application is being submitted: _____
2. Date(s) for which permit is being requested: _____; hours/use (between 9:00am-9:00pm) _____

Refunds will be forfeited if premises are not vacated by 9:00p.m.

We require that renters be present at all times the facility is open. If you need to leave after you have opened, please lock everything and return the key to the lockbox. If there are any issues during your event, contact police dispatch at 412-473-3056.

4. Activity for which permit is being requested: _____
5. Name, address and telephone number of **organization**, if any, on whose behalf Permittee is acting in requesting permit: _____
6. a) **Name and address** of person requesting permit:

_____

b) **Phone Number**: _____

c) E-mail address: _____

d) Signature of person requesting permit: _____

NOTE: Upon issuance of this permit, the person whose signature appears above shall be considered the PERMITTEE whose presence shall be necessary to validate this permit; this permit is not transferable without specific Borough permission.

PERMIT APPROVED AND ISSUED THIS _____ day of _____, by:

Fee: $ _____

_____
BOROUGH MANAGER

Received: _____

****Please turn over and sign the Permittee Signature on the back of this form.****

BOROUGH OF CASTLE SHANNON

FACILITIES HOLD HARMLESS AGREEMENT

Date: _____

It is hereby understood and agreed that the Borough of Castle Shannon will make available public parks, recreation areas, and structures or other facilities owned and maintained by said Borough, and that I/we, the undersigned, acting on behalf of all participants, hold harmless the Borough of Castle Shannon, its officials, agents, employees and volunteers, from and against all claims for injuries to our program participants or invited spectators resulting from the authorized use of these Borough facilities.

It is understood that I/we accept this condition in return for use of the public parks, recreational areas, structures or other facilities on the days and times made available according to the Borough Manager.

All participants should be notified that the Borough will not be responsible for injuries except as defined under the Political Subdivision Tort Claims Act (330-1978) and the Recreation Use of Land and Water Act. We agree to notify the parents or guardians of all minors that they, and not the Borough of Castle Shannon, will be responsible for expenses for medical treatment resulting from participation in any program/activity for which we have requested this authorization.
In addition, person requesting the use of parks for concession purposes shall provide to the Borough certificates of product liability insurance, insuring the Borough of Castle Shannon and the program operators against damages arising from the sale of food products and providing defense coverage and costs as well.

In addition, persons requesting permission to have alcohol on the premises and to consume it in a lawful manner shall provide to the Borough a certificate of homeowner's or renter's insurance and hereby agree to hold the Borough harmless regarding the ramifications of the presence and consumption of alcohol by the permittee and guests of the permittee.

_____
*Permittee's Signature

_____
Co-Signer

Liability Insurance Certificate:
Attached ( )Yes ( )No

Homeowner/Renters Insurance Certificate:
Attached ( )Yes ( )No

_____
Borough Manager

Please note: If you post event signs or balloons on Borough property, it is your responsibility to remove them once your event is over. Failure to do this could result in not getting your $50.00 deposit back. A $50.00 fee will be enacted for a cancellation. Refunds are not issued for weather related conditions.