



BOROUGH OF GREENTREE

HALE PARK SHELTER USAGE REQUEST APPLICATION/PERMIT

Date of Application _____

Person/Organization _____

Contact Person _____ Contact No. _____

Address _____

Purpose of Request _____

Estimated Attendance _____

Date(s) of Usage _____

Time(s) _____

Keys to Maintenance Room are to be obtained one business day prior to usage and returned one business day after usage. A fee of \$5 will be charged for lost keys.

All garbage and rubbish must be bagged and placed in Maintenance Room and new liners must be placed in receptacles prior to leaving.

For the persons using the park shelters, please read the attached "**Park Shelter Guidelines**", before signing the application/permit form. By signing this application/permit form, you agree to all conditions of use and assume responsibility for the Park Shelter for which you are applying for while the application/permit is in effect.

All applicants/permits are subject to cancellation in the event of recreation programming or Borough related business.

Applicant Signature _____ Date _____

Borough Signature _____ Date _____

Security Deposit _____ Fee _____

Date Paid _____ Receipt # _____



RELEASE AND INDEMNITY AGREEMENT

FOR AND IN CONSIDERATION of permission being granted to me or to my minor child, for the use of the Borough of Green Tree's gymnasium and related facilities, the undersigned, for himself/herself or on behalf of the said minor, does hereby release and forever discharge the Borough of Green Tree, its officials, employees and/or its Recreational Board, from any and all liability for personal injuries and property damage of any kind and/or nature that may be incurred by me or my minor child by reason of or in connection with the use of the said gymnasium and its related facilities;

And I do for myself, and/or as the parent and natural guardian of the said minor if applicable, do hereby indemnify and hold harmless the said Borough of Green Tree, its officials, employees, and Recreational Board, from any and all such claims for personal injuries and/or property damage arising out of or in connection with the use of the gymnasium and/or related facilities.

This "Release and Indemnity Agreement" shall be considered a continuing Release and Indemnity Agreement, such that the same shall be applicable for each and every use of the said facilities hereinafter.

WITNESS

_____ (SEAL)

If the intended user is a minor, the within Release and Indemnity Agreement must be executed by the parent and/or natural guardian of the minor and the said minor's name indicated below.

Name of Minor

WITNESS

_____ (SEAL)
Individually and as Parent/Natural Guardian
of said Minor

_____ (SEAL)
Individually and as Parent/Natural Guardian
of said Minor



PARK SHELTER GUIDELINES

The Borough Park Shelters may not be rented or utilized by nonresident organizations, individuals, or profit-making ventures. The Borough Manager, upon consultation with Borough Council may on a case by case basis review rental of facilities to such groups, however, in no situation shall it infringe upon the right of Borough residents or local organizations to use the facilities.

1. Scheduling of facilities will be handled by the Administrative Office and will depend on availability and time desired.
2. Park hours are 8:00 am to dusk. These hours are strictly enforced.
3. All Borough activities will take precedence over non-Borough related activities.
4. Shelter rental fee is \$35.
5. A security deposit of \$100 must be provided to the Borough at the time of application to cover any damages. The deposit will be returned, after the facility has been inspected and provided no damage occurred to the facility (*the charge for damages will be determined by the Borough*). Report damages, abnormal conditions, or emergency situations to 412-279-6911 **prior** to usage.
6. Refunds will be issued for reservations cancelled no later than 72 hours prior to the scheduled date. A fee of \$35 will be charged to anyone who does not notify the Borough of their intent to cancel within 72 hours of the scheduled date.
7. All necessary applications, rosters, and authorizations shall be completed prior to usage.
8. Groups authorized to use facilities are not permitted to charge participants without prior written approval from the Borough.
9. No signs, decorations, tablecloths, balloons, etc. shall be stapled, taped, or attached to **any surface**, without prior permission from the Borough. The Borough must approve outdoor posting of signs.
10. **No alcoholic beverages are permitted except as regulated under Ordinance #1566 dated March 5, 2007.**
11. All facilities must be left in a clean and orderly fashion.
12. All garbage/rubbish must be disposed of properly.
 - a. Wilson Park – All garbage/rubbish bags must be closed and secured.
 - b. Hale Park – All garbage/rubbish must be bagged and placed in Maintenance Room and new liners must be placed in receptacles prior to leaving.