

**Tilden Township**  
**874 Hex Highway**  
**Hamburg, PA 19526**

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### **Tilden Park - Pavilion Rental Application**

1. All Pavilion Rentals will be assigned on a first come, first serve basis. Only 1 rental of the pavilion per day will be allowed by the Township. **The Pavilion & Concession Stand are available to rent between April 15th and Oct 15th.**
2. Applicant/permittee must be at least 18 years of age.
3. The permittee hereby agrees to hold the Township harmless for any and all claims for damages or injuries to persons or property resulting from aforementioned rules, regulations, or ordinances. The permittee is responsible for the group's behavior and/or actions. All Park rules must be adhered to while on Township property.
4. A \$70 security deposit is required with this application. Deposit will be returned if the park is left in good condition. If the pavilion and/or concession stand is not clean, or if any kind of damage has occurred, a damage assessment will be determined by the Township. The Township will then invoice the permittee the cost of repairs of any damages done to the property beyond the initial deposit fee. Fees are required to be paid in full at the time the reservation is made.
5. A \$30 key deposit is required with this application. Deposit will be returned if the key is returned immediately after clean up.
6. CONCESSION STAND KEY PICK-UP/DROP-OFF: Permittee must pick up the key to the concession stand the Thursday or Friday before their event. Permittee is not to gain access to the facilities prior to their reserved date. Permittee is fully responsible for returning the key in the drop-off slot at the main doors of the municipal building immediately after clean-up.
7. In the event that the applicant wishes to cancel a reservation, the Township office must receive written notification at least 14 days prior to the reserved date in order for a full refund to be issued. If cancellation notice is received less than 14 days prior to the reserved date, no refund shall be made, but the applicant may request another available date to which the rental fee shall be applied.
8. Gas and charcoal grills are permitted. Grills may not be placed under the pavilion structure or inside the concession stand and must be supervised at all times. Ash and burnt charcoal from charcoal grills are not to be disposed of on the ground or in the dumpster.
9. No open fires are allowed.
10. Smoking is prohibited on Township property.
11. All trash must be bagged AND put in the dumpster before leaving Tilden Park. Trash bags are provided and new bag should be placed in trash cans.
12. Alcohol is prohibited on Township property, unless a separate alcohol permit is obtained from the Township. Fee for an alcohol permit is \$200.00. Fee is due upon submission of application, and is non-refundable.
13. Playground, restrooms, and baseball field shall remain open to the public while the pavilion/concession stand is being rented. The baseball field is for general use of the public and may be used by the permittee if no scheduled game or practice is occurring.
14. Please DO NOT use the baseball field if it is wet/soft or has standing water.
15. No stapling onto picnic tables or pavilion structure.
16. Restrooms will be open between the hours of 9:00 am and 9:00 pm daily to the general public and remain unlocked during rental season. **DO NOT LOCK BATHROOMS.**
17. Pets are not allowed at Tilden Park with the exception of Service Dogs.

## Site and Capacity Information

The pavilion area includes separate male and female restrooms which remain open during the rental season. The concession area provides running water, refrigeration and freezer space. There is NO grill or stove inside the concession stand. Cooking or grilling is not permitted inside the concession stand.

There are twelve (12) picnic tables under the pavilion, with seating for approximately 10 people at each table. The pavilion occupant load capacity is 154 persons.

### Fee Schedule

<u>Rental Prices</u>	<u>Tilden Township Resident</u>	<u>Non-Township Resident</u>
Pavilion only	\$ 75.00	\$ 100.00
Pavilion and Concession Stand	\$ 125.00	\$ 175.00
Refundable Key Deposit	\$ 30.00	\$ 30.00
Refundable Security Deposit	\$70.00	\$70.00

Please submit 2 payments with your application: 1<sup>st</sup> payment for the deposits totaling \$100 and the, 2<sup>nd</sup> payment for the amount of the rental fee.

If rental areas are found to be in clean and undamaged condition, the security deposit payment will be returned to the applicant, un-cashed if in the form of a check. If the key is returned immediately after your rental time, the key deposit will be returned to the applicant, un-cashed if in the form of a check.

Please make checks payable to: Tilden Township. We will not accept deposit checks more than 3 months prior to the reservation date. A cash deposit will be accepted at any time. Rental Fee payment is also accepted at any time.

**Reservations are not valid until the Township Office receives payment and the completed application form.**

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Are you a resident of Tilden Township? Yes \_\_\_\_\_ No \_\_\_\_\_

Requested Date for Pavilion Rental: \_\_\_\_\_ Time Requested: Start \_\_\_\_\_ End \_\_\_\_\_

In addition to the pavilion, will you be renting the concession stand? Yes \_\_\_\_\_ No \_\_\_\_\_

Approximate Number of People attending: \_\_\_\_\_ Purpose of event/party: \_\_\_\_\_

The undersigned has read and has agreed to the terms as listed above:

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Township Signature confirming Rental Date: \_\_\_\_\_ Date: \_\_\_\_\_

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#### **For Township Use Only:**

Calendar Marked: \_\_\_\_\_

Rental Amount Paid: \_\_\_\_\_ Cash \_\_\_\_\_ Check # \_\_\_\_\_ Rec. By: \_\_\_\_\_ Date: \_\_\_\_\_

Key Deposit Paid: \_\_\_\_\_ Cash \_\_\_\_\_ Check # \_\_\_\_\_ Rec. By: \_\_\_\_\_ Date: \_\_\_\_\_

Security Deposit Paid: \_\_\_\_\_ Cash \_\_\_\_\_ Check # \_\_\_\_\_ Rec. By: \_\_\_\_\_ Date: \_\_\_\_\_

Key Deposit Returned: Y/N Security Deposit Returned: Y/N Date: \_\_\_\_\_ Ret. By: \_\_\_\_\_

Notes: \_\_\_\_\_