



P.O. Box 1, Pocopson PA 19366
Office: 610.793.2151 Fax: 610.793.1944
www.pocopson.org

Pocopson Township Parks Department Facility Reservation Request

Name of Applicant or Group Name: _____
(Groups must provide contact information for at least two people as noted below.)

Group Name #1 (if applicable) _____

Address: _____

Telephone (cell) _____ (work) _____

Email: _____

Group Name #2 (if applicable) _____

Address: _____

Telephone (cell) _____ (work) _____

Email: _____

FACILITY REQUESTED: _____ ball field _____ soccer field _____ tennis court
_____ basketball court _____ volleyball court _____ pavilion

DATE (attach list for multiple dates/times): _____

HOURS: _____ PURPOSE: _____

SPECIAL REQUESTS (if applicable): _____

of participants _____ # of adults _____ age range of children _____

Are participants charged a fee? _____ yes _____ no If yes, how much? \$ _____

I (We) assume full responsibility for any damages to Township equipment and/or property that occur as a result of the requested use. Furthermore, I (We) understand that Pocopson Township, its staff, and members of the Parks Department will not be held liable for any injury or damage which may occur to me, my guests, and/or members of the above-named organization and our property during our requested use of the facility. I (We) understand that a Certificate of Insurance naming Pocopson Township, its agents, servants and employees as additional insured is required with this reservation request.

SIGNED: _____ DATE: _____

TITLE: _____

Township Approval (Signature and Date): _____

Fee \$ _____ Date Park Permit Issued: _____

Certificate of Insurance Received on _____

Fees for Park and Park Facilities (In accordance with Township Omnibus Fee Schedule)

Adult organizations or instructional groups of fifteen (15) or more persons shall pay a fee on behalf of that organization or group for the facility or facilities requested in accordance with the following fee schedule:

- | | |
|--|-------|
| 1. Ball field – per use | \$40 |
| 2. Ball field – per season (1 evening weekly for 20 weeks) | \$750 |
| 3. Tennis court – per use per 3-hour period | \$30 |
| 4. Volleyball court – per use per 2-hour period | \$25 |
| 5. Basketball court – per use for 3-hour period | \$30 |
| 6. Soccer field – per use for 3-hour period | \$40 |

Youth organizations or instructional groups (Little League, youth soccer programs, etc.) shall pay a fee on behalf of that organization or instructional group for the facility or facilities requested in accordance with the following fee schedule:

- | | |
|-------------------------------|------|
| 1. Ball field – per day | \$10 |
| 2. Soccer field – per day | \$10 |
| 3. Tennis court – per day | \$10 |
| 4. Volleyball court – per day | \$10 |
| 5. Basketball court | \$10 |

Pavilion and Grills

- | | |
|----------------------------------|-------|
| 1. Pocopson Township Residents | \$0 |
| 2. Nonresidents for personal use | \$50 |
| 3. Nonresidents for business use | \$100 |

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