

# Chambersburg Recreation Department Field/Court Request

Requesting Organization \_\_\_\_\_

Name of Person Making Request \_\_\_\_\_

Address \_\_\_\_\_ Home Phone \_\_\_\_\_

\_\_\_\_\_ Work/Cell Phone \_\_\_\_\_

Type of Activity \_\_\_\_\_ Will you be selling/giving away food/drink? \_\_\_\_\_

Will you be using the field/court for commercial purposes? \_\_\_\_\_

**Field Requested** \_\_\_\_\_

Date(s) Requested \_\_\_\_\_ Arrive \_\_\_\_\_ Depart \_\_\_\_\_

Special Considerations \_\_\_\_\_

Facility/Service	Rental Fee	Rental Fee (Non-Boro)	Permitted Activities	Notes
<b>Softball Fields</b>	\$10/hr	\$12/hr	Practices/Games	
<b>Baseball Fields</b>	\$10/hr	\$12/hr	Practices/Games	
<b>Basketball/Tennis Cts</b>	\$10/hr	\$12/hr	Practices/Games	
<b>Soccer Fields</b>	\$10/hr	\$12/hr		
<b>Tournaments</b>	\$60/field/day	\$72/field/day	Practices/Games	
Maintenance	\$40/field	\$48/field	Preps fields for games	
Lights	\$7.50/hr	\$7.50/hr	A custodian/Park Guard is needed to turn on/off lights	
Park Guard	\$18/hr	\$18/hr	Park Guards will be assigned to tournaments/events as needed	
Custodian	\$18/hr	\$18/hr	Custodians will be assigned to tournaments/events as needed	
<b>Parks</b>	\$100 security deposit	\$100 security deposit	Events/Festivals	Returned after inspection
Park Guard	\$25/hr	\$25/hr	Park Guards will be assigned to events as needed	
Custodian	\$25/hr	\$25/hr	Custodians will be assigned to events as needed	

Total Due: \_\_\_\_\_

Minimum Insurance Requirement for Leagues/Tournaments/Events:

Comprehensive Liability Insurance \$1,000,000 and Property Damage \$1,000,000  
(Enclose copy of Insurance Policy)

\* Liability Insurance ASA/other \_\_\_\_\_

\* Other Insurance Company's Name \_\_\_\_\_ Policy No. \_\_\_\_\_

Special Considerations \_\_\_\_\_

\* Food Permit No. \_\_\_\_\_

Please Note:

1. According to the Recreation Board Policies and the Borough Ordinance No. 76-22

NO ALCOHOLIC BEVERAGES, NO DRUGS, NO DOGS OR OTHER ANIMALS permitted in/on Recreation facilities, playing areas, park areas, and parking lots. No smoking in the Eugene C. Clarke, Jr. Community Center.

Any person in violation of the Recreation Board Policies/Borough Ordinance shall be removed from the area, with possible suspension from future use of Borough facilities and could be fined \$300.00 or imprisoned up to thirty (30) days.

2. Parking at the Municipal Park Pavilion is restricted to the Pavilion users.

3. Program Sponsors and/or Program Directors are responsible for:

Enforcing Recreation Board Policies, and paying the appropriate fees which may include security guard(s), facility maintenance cost, facility rental, custodial fee, utility fee, deposit, damages and individual residency fees.

4. Selling of items on Borough property is prohibited without permission or proper permits.

- a. If your Organization plans on using Recreation Department facilities for clinics, league play, tournament play, you must have the Borough of Chambersburg listed as co-insured.
- b. If your Organization plans on selling food, authorization and food permits are required.
- c. Check with the Recreation Department office for appropriate fees and fee rates, cancellations, and other specific policies regarding your usage.

Persons in need of further accommodations, please call 261-3275, Monday through Friday, 8:00 a.m. to 4:00 p.m., or TDD No. 261-3227.

I verify that I have read the Application and agree to abide by it. I also verify that our Organization does not discriminate according to the American Disability Act.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date