

MATAMORAS PARKS & RECREATION

10 AVENUE I, MATAMORAS, PA 18336

570-491-2771 FAX: 570-491-2090

Email: secretary@matamorasborough.com

PAVILION RENTAL APPLICATION/PERMIT

VOCCI PAVILION

VOCCI PAVILION- (UP TO 100 GUESTS) BOROUGH RESIDENT \$200.00 NON-RESIDENT \$225.00

VOCCI PAVILION- (UP TO 150 GUESTS) BOROUGH RESIDENT \$250.00 NON-RESIDENT \$275.00

VOCCI PAVILION- (UP TO 200 GUESTS) BOROUGH RESIDENT \$300.00 NON-RESIDENT \$350.00

DEPOSIT FOR DAMAGES AND ADDITIONAL CLEAN-UP BY STAFF (REFUNDABLE):

100 GUEST \$100.00

150 GUEST \$150.00

200 GUESTS \$200.00

DRAKE PAVILION

DRAKE PAVILION- (UP TO 40 GUESTS) BOROUGH RESIDENT \$150.00 NON-RESIDENT \$200.00

DEPOSIT FOR DAMAGES AND ADDITIONAL CLEAN-UP BY STAFF: \$100.00

VETERANS PARK PAVILION *(May be reserved for veteran related events)*

EVENTS ARE SUBJECT TO APPROVAL AND MAY BE DENIED TO PROTECT THE MONUMENTS AND ASSETS CONTAINED WITHIN VETERANS PARK!

VETS PAVILION- (UP TO 60 GUESTS) BOROUGH RESIDENT \$125.00 NON-RESIDENT \$175.00

DEPOSIT FOR DAMAGES AND ADDITIONAL CLEAN-UP BY STAFF: \$100.00

TYPE OF EVENT: _____ RENTAL DATE: _____

CONTACT PERSON(S): _____

PHONE: _____ ALT PHONE: _____ EMAIL: _____

APPLICANT OR ORGANIZATION NAME: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

HOURS OF EVENT: _____ TO _____ SET UP TIME: _____ CLEAN-UP: _____

RENTAL TIME STARTS AT 8:30AM (SETUP) AND ENDS BY 8:00PM (CLEAN-UP). CLEAN-UP IS ON THE DAY OF THE RENTAL. IF ADDITIONAL TIME IS NEEDED, ADDITIONAL FEES MAY APPLY.

PRIVATE RENTAL: APPLICANT'S DRIVERS LICENSE #: _____ STATE: _____

BUSINESS/ORGANIZATION: FEDERAL EIN #: _____ NONPROFIT: YES NO

NUMBER OF GUESTS: _____ AMPLIFIED MUSIC: NO YES, DJ LIVE

OTHER NEEDS/REQUESTS: _____

RENTAL RULES

- ALL PERSONAL PROPERTY OR RENTED EQUIPMENT MUST BE REMOVED ON THE DATE OF THE RENTAL.
- APPLICANT SHALL BE RESPONSIBLE FOR ANY DAMAGES TO THE PREMISES, FURNISHINGS, EQUIPMENT, OR PARK PROPERTY THEREIN WHICH HAS OCCURRED DUE TO IN WHOLE OR PART TO THE ACTIVITIES OF ANY PERSONS WHO ARE GUESTS, INVITEES OR PERMITEES OF THE APPLICATION OR EXTRA CHARGES INCURRED THEREBY. APPLICANT(S) WILL BE HELD FINANCIALLY RESPONSIBLE FOR ALL DAMAGES OR FEES.
- PICNIC TABLES SHOULD BE LEFT CLEAN AND STORED IN THEIR ORIGINAL LOCATION.
- ALL DECORATIONS MUST BE REMOVED. NO CONFETTI OR LOOSE DECORATIONS ALLOWED.
- ALL GARBAGE MUST BE COLLECTED AND DEPOSITED IN THE DUMPSTER IMMEDIATELY AT THE END OF THE EVENT.
- APPLICANT IS RESPONSIBLE FOR ENSURING THAT THE ROADWAYS REMAINS CLEAR OF GUESTS PARKING AND TRAFFIC FLOW IS NOT IMPEADED. NO VEHICLES ARE ALLOWED WITHIN THE FENCED AREAS. YOU MAY DROP OFF AND PICK-UP SUPPLIES AND/OR HANDICAPPED PERSONS, THE VEHICLES MUST THAN IMMEDIATELY BE REMOVED FROM THE FENCED AREA.
- **THERE IS NO SMOKING INSIDE THE PARK OR UNDER THE PAVILIONS. AIRPORT PARK IS A SMOKE FREE AREA.**
- NO DOGS OR PETS ARE PERMITTED IN THE PARK. SERVICE ANIMALS ALLOWED WITH PRIOR PERMISSION.
- EACH PAVILION HAS A 110V RECEPTACLE FOR YOUR USE.
- PAVILION RENTALLS DO NOT INCLUDE NON-RESIDENT USER FEES FOR FIREFLY PLAYGROUND. THE REAR GATE OF THE PLAYGROUND WILL NOT BE OPENED FOR PAVILION GUESTS. ALL GUESTS MUST ENTER THROUGH THE FRONT GATE OF THE PLAYGROUND.

I HAVE READ AND UNDERSTOOD THE TERMS OF THIS RENTAL PERMIT APPLICATION.

INDEMNITY & HOLD HARMLESS:

THE UNDERSIGNED, ON THEIR BEHALF AND FOR THE ORGANIZATION/FAMILY/PERSON/PERMIT HOLDER LISTED ABOVE INCLUDING THEIR HEIRS, INSURERS, ADMINISTRATORS, EXECUTORS, SUCCESSORS, GUESTS OR ASSIGNS IN CONSIDERATION FOR THE MATAMORAS BOROUGH RENTING THE USE OF THE PAVILION TO SAID ORGANIZATION/FAMILY/GUEST/INDIVIDUAL, THEIR HEIRS, INSURERS, ADMINISTRATORS, EXECUTORS, SUCCESSORS, OR ASSIGNS HEREBY COVENANTS AND AGREES TO IDEMNIFY AND HOLD HARMLESS MATAMORAS BOROUGH ITS INSURERS, EMPLOYEES, SUCCESSORS, AND ASSIGNS FROM AND AGAINST ANY AND ALL COSTS, EXPENSES, CLAIMS, LOSSES, ATTORNEY FEES, DEMANDS, ACTIONS, AND RIGHTS OF ACTION, DAMAGE OR INJURY WHATEVER KIND OF NATURE WHICH IN ANY MANNER OR FROM ANY CAUSE SUSTAINED BY REASON AND/OR RESULT OF ANY ACTIVITY OR USE OF SAID FACILITY AND/OR PARK. THE UNDERSIGNED FURTHER AGREES TO ABIDE BY ALL ORDINANCES OF THE BOROUGH OF MATAMORAS PARTICULARLY THOSE REGULATING THE USE OF THE PREMISES RENTED. THE UNDERSIGNED STATES THAT THEY ARE DULY AUTHORIZED TO EXECUTE THIS INDEMNITY AND AGREEMENT ON BEHALF OF SAID ORGANIZATION/FAMILY/INDIVIDUAL; THAT THEY HAVE READ THE FOREGOING AND THEY HAVE RECEIVED A COPY THEREOF. THE SPONSOR OF ALL EVENTS OPEN TO THE GENERAL PUBLIC MUST PROVIDE EITHER A CERTIFICATE OF GENERAL LIABILITY COVERAGE OR A SPECIAL EVENTS POLICY NAMING THE BOROUGH OF MATAMORAS AS CERTIFICATE HOLDER, WITH A MINIMUM OF \$1,000,000 THAT FULLY COVERS THE NATURE OF THE EVENT, I.E LIQUOR LIABILITY COVERAGE, LIVE MUSIC COVERAGE, LARGE INFLATABLE COVERAGE, ETC.

I HAVE READ AND UNDERSTOOD THE TERMS OF THIS INDEMNITY & HOLD HARMLESS CLAUSE

APPLICANT'S SIGNATURE: _____ DATE: _____

FOR OFFICE USE ONLY:

Application Received on: _____ Received by: _____

Date approved: _____ Fee submitted: \$ _____ Payment Type: _____ Pay Note #: _____

Deposit Received: _____ Deposit amount: \$ _____ Payment Type: _____ Pay Note #: _____

Approved By: _____ Date: _____