

# GOVERNOR PRINTZ PARK PERMIT APPLICATION for ORGANIZATIONS

Complete all requested information & signatures required.

- ❖ Call the office to check if the date is available. 610-521-3530
- ❖ The date/time is reserved when approved and paid within ten days.
- ❖ The permit must be with the responsible party on the day of the event and available upon request.
- ❖ Risk Management Practices require an Insurance Certificate with 'Tinicum Township' named as the insured.
- ❖ Insurance certificate is required at least three days prior to the event date.
- ❖ Permits will not be issued for Holidays, Holiday weekends or Township event days.

**Examine rules and regulations thoroughly. Complete entire application. Responsible party must sign where indicated.**

Drop off, mail or email the application to:

*Mail: Tinicum Township, 97 Wanamaker Ave., Essington, PA 19029*

*Email: dshannon@tinicumtownshipdelco.com*

*Phone: 610-521-3530 x112 ~ Make checks payable to: Tinicum Township*

Date: \_\_\_\_\_ Day of Week: \_\_\_\_\_ Time Period: \_\_\_\_\_ Rain Date (Add'l fee \$60): \_\_\_\_\_  
(Allow for at least one hour for set up/clean up to your event.)

Describe Event: \_\_\_\_\_

Name of Person Requesting: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Person Email: \_\_\_\_\_

Name of Organization: \_\_\_\_\_ Org. Phone: \_\_\_\_\_

Organization's Address: \_\_\_\_\_

Organization's Web Site and Email: \_\_\_\_\_

Additional Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Expected # of Attendees: \_\_\_\_\_

Gazebo Request:  A (36' Large)     B (18' Riverside)     C (18' Tree-Side)     D (18' Kid-Side)     None  
\$40 per hour - Residents    Gazebos B, C, D or general area is \$30 per hour - Residents  
\$70 per hour - Non Residents    \$50 per hour - Non Residents  
Maximum attendees for gazebo A : 50    Maximum attendees for gazebo B, C, D or general area: 20

Band Shell Request:  Rental fee is \$110 per hour - Residents & \$160 per hour - Non Residents  
Speakers and microphones prohibited unless otherwise approved by Township. Maximum attendees are 100.

**Once the event and date is approved the Total Rental Fee and \$400 Security Deposit is required within Ten Days to reserve the date, time and designated area. Submit a separate check for security deposit.**

**Tinicum Township Use Only:** Permit Status: \_\_\_ Approved \_\_\_ Denied

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
David Schreiber, Tinicum Township Manager

## Use of Park/Facilities Regulations

### THE FOLLOWING RULES MUST BE ADHERED TO WHILE USING ANY TINICUM TOWNSHIP PARKS!

- ❖ The parks are for the enjoyment of all residents and remain open to the public during your event.
- ❖ Applicants must fully comply with the requirements of the Township ordinances and state and federal laws.
- ❖ No permit will be issued for the park or facility in the event that it is not feasible due to the condition of the property, lack of parking facilities, possibility of excessive noise levels or any use which is contrary to the the public health, safety and welfare of the community. Applicants agree to abide by any special conditions or requirements issued by the Township.
- ❖ Park Monitors will canvas the park periodically and have the authority to interpret and enforce the regulations.
- ❖ All loose trash, bulk trash and decorations associated with your event must be removed from the park or secured and placed in the area designated for "Permit/Rental Trash".
- ❖ All vehicles must park in the designated parking areas. No unauthorized vehicles are allowed on the grass/walking path area of the park. Do not park in areas on the street marked "Resident Only Parking".
- ❖ The kid's splash pad is on a timer as long as it is in working condition, and as such there is no guarantee as to the times it can activated. No refund will be issued if splash pad is not functioning.
- ❖ No inflatable devices (moon bounce, slides, etc.) and no pools of any kind are to be used in the park.
- ❖ No tents, tables or other structures, barriers, string lines or wires upon or across lands is permitted.
- ❖ No tape, tacks, nails, glue, of any kind, can be put into or upon the picnic tables, gazebos, cabins, band shell, benches, trees or any fixture or facility in the park without prior written permission from the Township. Any such defacement will be considered damaging and will be the responsibility of the applicant.
- ❖ No possession or consumption of any alcoholic beverage while in the park.
- ❖ No cooking, grilling or open fires of any kind. ❖ Do not block sidewalks.
- ❖ Loud Speakers and/or microphones are prohibited. ❖ Electricity is not provided.
- ❖ No engaging in threatening, abusive, insulting or indecent language, fighting or engage in disorderly conduct.
- ❖ Any damage to the facility/park must be reported to the Township Office (610-521-3530) or the Tinicum Township Police (610-521-3830) during weekday office hours. On weekends & week nights call 911 for police assistance and/or to report an incidence.
- ❖ The Township is not responsible for any personal injury, lost or stolen property, or damage to personal property.
- ❖ If the behavior of anyone attending causes the Park Monitor and/or police to respond, all attendees will have to leave the park and permit fees and security deposit will be forfeited.

**Sign that you are the proper representative of the applying organization, that you have read and understand the above information and will share this information with proper parties and attendees.**

Name of Organization: \_\_\_\_\_

Print Name of applicant: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

## Rental Fee/Security Deposit Information

- ❖ Once the date is approved applicant must submit the rental fee and a \$400 security deposit within ten days to reserve the date, time and designated area. *Security Deposit must be cash or a separate check (no credit card). Rental fee can be cash, check or credit card.*
- ❖ Allow at least an hour for set up/clean up to your event time.
- ❖ An insurance certificate naming Tinicum Township is required within four days of the event.
- ❖ A refund can be issued due to inclement weather as deemed by the Township and with a minimum 24 hr cancellation notice from the applicant. Call the administration office at 610-521-3530 Monday thru Friday between 8:00am - 4:30pm.
- ❖ Any defacement/damage of the facility or area in the park which is determined to be the responsibility of the applicant/organization participants will result in default of the deposit and possibly an additional balance to cover the damages.
- ❖ **Any damage or trash left behind which is determined to be the responsibility of the applicant shall forfeit the security deposit.**  
Any amount in excess of the deposit will be billed to the applicant, with terms that the unpaid balance be paid within 7 working days.
- ❖ If no damage has been done, no trash had to be removed and conditions were found satisfactory, the applicant's deposit will be mailed back or can be picked up at the administration office during working hours (Monday thru Friday from 8am to 4:30pm). Call to confirm that inspection record was received.

**The undersigned certifies that as the proper representative of the organization/entity you have submitted truthful information on this application and you have examined the rules & regulations of the park, use of the various facilities, possible penalties and agree to all that is stated:**

Name of Organization: \_\_\_\_\_

Print Name of applicant: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_