



PAVILION RENTAL & ACTIVITY CENTER RENTAL PERMIT RULES & REGULATIONS

Doylestown Township Parks & Recreation Department

The applicant named above having acted in accordance with Township policy is hereby granted permission to utilize the Central Park Pavilion for the purpose identified below and in accordance with the Facility Use Application submitted, approved and on file at the Doylestown Township Administrative Office. All changes and/or modifications to the proposed event must be approved by the Township prior to the scheduled reservation date.

Parking: Parking in designated spots **ONLY**.

Restrooms: Restrooms are located at the rear of **pavilion #1** structure

Grills: Gas and charcoal grills are permitted. Grills may not be placed under the pavilion structure and must be supervised at all times. Charcoal from charcoal grills must be removed from the park and is **not** to be disposed of on the ground or in trash.

Rental Time: The times listed on the permit include the time allowed for arrival, set-up, event, clean-up and restoration of facility. **Tables are NOT to be moved.**
Failure to restore tables will result in a **\$25** security deposit deduction.
Activity Center - **DO NOT PROP DOOR OPEN**

Decorations: **Nothing** may be attached to any wall, ceiling or floor.

Damages: Permit holders are responsible for any damage caused to the facility and/or its contents during their rental time. Permit holders will be invoiced for all labor and material costs to return Activity center to its previous condition. This applies to cleaning as well as physical damage. All lights must be turned off upon exiting the building.

Supervision: Children are expected to be supervised before, during and after event.

Cancellation: If Permit Holder cancels rental of the Pavilion or Activity Center the following applies:

- **Cancellation 10 business days in advance of rental**
Rental fee will be refunded minus \$10 administration fee. If date only is changed No fee will be charged.
- **Cancellation 6 to 10 business days in advance of rental**
Rental fee will be refunded minus a 25% cancellation fee. If date only is changed No fee will be charged.
- **Cancellation 1 to 5 business days in advance of rental**
Rental fee will be refunded minus 50% cancellation fee.
- **Cancellation day of event or "no show"**
NO Refund

Inclement Weather: Weekend Rentals - Cancellations must be made by 4PM Friday
Weekday Rentals - 24 hr notice

Doylestown Township reserves the right to cancel any rental for any reason.



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continued

Strictly Prohibited: The following are strictly prohibited:

Smoking of any kind, open candle flames (except Sterno), possessing or drinking alcoholic beverages, live music or DJ's, gambling, wheeled recreational vehicles, outdoor sports equipment, activities involving water, drug use, firearms & use of profane language

Animal Policy: All animals must be on a leash at all times & owner must clean up after them.
Activity Center - Service animals **ONLY**.

Pavilion Condition: If pavilion is in unsatisfactory condition upon arrival, please notify the office at 215-348-9915 (M-F 8:30am - 4:30pm), after hours & weekends please leave a message.

Cleaning: Permit Holder is responsible for cleaning rental facility. Adequate cleaning is defined as leaving the facility in as good or better condition. All trash must be properly bagged and sealed. Any food items must be removed from the facility. Tables are **NOT** to be moved.
*****Please note: Maintenance staff is not available after hours or weekends*****

Limitations:

- In accordance with Ordinance #330 (Anti-Littering) Doylestown Township prohibits littering on public grounds including cigarette butts. Noncompliance may result in penalties and fines up to \$300 and/or \$1,000 for littering of tobacco products. Additionally, Ordinance #331 (Anti-smoking) prohibits smoking and or tobacco use within all public buildings and grounds (incl. parks) within Doylestown Township.

Existing Ordinances #266 (Park System Rules and Regulations) and #208 (Prohibiting use of Skateboards on public streets, sidewalks and parks within Doylestown Township) remain force as do associated fines and penalties.

Copies of all aforementioned ordinances in their entirety are available for review at the Doylestown Township Administrative Office.

- The concession stand and fireplace are not available for public use.
- The use of alcohol is strictly prohibited
- Park amenities (i.e., tot lot, basketball, tennis and volleyball courts) are open to the general public on a first come-first serve basis.
- Established "Group Days" for Kids' Castle are Tuesday, Wednesday and Thursday from 10 am to 3 pm.

Emergency: In the event of an emergency call 911. For non-emergency police assistance call 215-348-4201(M-F 8:30am - 4:30pm) or 215-342-4200 weekends.

Compliance: The applicant/agent assumes full responsibility for the conduct of all participants and spectators, as well as full responsibility for the care and condition of all Doylestown Township property and will return the facilities used to "as good" or "better" condition upon completion of the activity.

Doylestown Township shall not, in any manner or for any cause, be liable or responsible for any injury or damage to persons or property in Activity Center or parking lot, and all claims for such injury or damage are here by waived.

Failure to comply with any of the above will result in loss of security deposit.

Signature of Responsible Party / Group Leader

Date