

1580 Paoli Pike

East Goshen Township

West Chester, PA 19380

**Organization/Corporation or Non Resident  
Park Permit Application** (revised 2015)

Organization Information	Contact Person in Org/Corp <u>or</u> Nonresident applicant
Name _____	Name _____
Address _____ _____	Address _____ _____
Website _____	Phone _____ Cell _____
Phone _____	email address _____

**FACILITIES REQUESTED**

Park Requested (Township or Satellite) \_\_\_\_\_

Specific Facility Requested \_\_\_\_\_

Specific Dates Requested (attach a separate sheet if necessary) \_\_\_\_\_  
\_\_\_\_\_

Specific Hours Requested \_\_\_\_\_

Purpose of Request \_\_\_\_\_

Will sound equipment be used? Yes \_\_\_ No \_\_\_

Number of people \_\_\_\_\_

Per Cent of Organization participants who are East Goshen Residents \_\_\_\_\_

**HOLD HARMLESS AGREEMENT**

Permittee agrees to indemnify and hold harmless the East Goshen Park and Recreation Board and East Goshen Township and its employees for any and all claims from bodily injury or property damage, including costs and expenses arising out of the use of the Park and its facilities. If hosting an event serving minors, the permittee agrees to comply with all federal and state laws regarding background checks for paid staff and volunteers. On behalf of the Organization, I have read the Rules and Regulations (attached or on back of application), understand them and agree to comply.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**NOTE: FAILURE TO PARK IN DESIGNATED AREAS OR ORGANIZATIONAL USE OF FIELDS WHEN RED FLAG IS UP AT PARK ENTRANCE WILL CANCEL PARK PERMIT.**

\_\_\_\_ Your request for a Permit has been approved subject to the following conditions:

1. Receipt of a copy of your Organization's Liability Insurance naming East Goshen as an Additional Insured.
2. Receipt of a signed Participant Waiver Form from each participant. Minors must have their form signed by a parent or guardian.
3. Fees: For events greater than 200 people, the permit fee is \$1/person. For events less than 200 people, the fee is \$200. A separate fee of \$100 is also due as a refundable deposit for the event. Please pay both the permit fee and refundable deposit fee with two individual checks.

Field Permit fees are **\$30** per morning, afternoon or evening.

\_\_\_\_ Your request for a Permit has been disapproved for the following reason: \_\_\_\_\_

## **PARK RULES AND REGULATIONS -Subject to revision by January 2015**

*Very Important: Red flags flying at the east Park entrance and adjacent to the fields at the west end mean that all Park fields have been closed for that day due to ground conditions. Green flags means that the fields may be used. Violation of this rule can cancel your Permit.*

1. The park shall be open to Township residents and their accompanied guests between sunrise and sunset.
2. No one shall injure, deface, remove, cut or damage trees, shrubs, structures or fixtures in the park.
3. No one shall climb, stand upon, remove, or relocate any bench, seat or table from the Park without written permission for the Park and Recreation Board.
4. No person shall conduct himself within the park in a boisterous, immoral, indecent manner as to annoy any other person using the Park.
5. No meeting or gathering of more than 25 persons shall be held in the park without permission from the Park and Recreation Board one week in advance.
6. The sponsors of any gatherings requiring police security must assume the cost of such security.
7. The Township may require a deposit from a sponsoring organization or party not to exceed \$300.
8. Parking or driving on Park property is prohibited except in authorized areas.
9. No sound amplification equipment is permitted in the park without the consent of the Park and Recreation Board.
10. No one shall set up any booth, table, or structure within the park without consent of the Park and Recreation Board. There shall be no solicitation of any kind for profit with the parks.
11. No person other than an officer of the law shall carry or discharge a harmful weapon within the limits of the park.
12. No one shall dispose of waste/garbage in the park except in proper containers.
13. No one shall injure, deface or destroy any notice, rule, or regulation posted within the park. Nor shall any person post any notices or placards in the park without permission of the Park and Recreation Board.
14. Swimming or boating is prohibited in the parks.
15. The possession or use of fireworks in the park is prohibited other than by special permission of the Park and Recreation Board.
16. The possession or use of alcoholic beverages within the park is prohibited.
17. All pets must be leashed and all owners are required to clean up after their pets.
18. No one shall set or maintain any fire in the parks, except in authorized fireplaces and/or grills.
19. The foregoing rules and regulations are excerpted from Ordinance No. 70 of East Goshen Township and violation of any of them subjects the violator to a fine of \$300.00 for each and every offense. In addition, the police shall be authorized to issue citations for parking in undesignated areas.

## East Goshen Township Special Event Park Permit Approval Timeline

Thank you for the interest in East Goshen Park! East Goshen Park is home to many special events throughout the calendar year and we look forward to hosting your group in the park!

Special Event Park Permits have a structured approval process:

A. This applies to events such as festivals, 5k races, and large walks and generally events of more than 200 people. If you have a question about your category of event, please contact Jason Lang, Director of Recreation, at [jlang@eastgoshen.org](mailto:jlang@eastgoshen.org) or 610-692-7171.

1. Discuss your event with Jason Lang to see if your anticipated date is available
2. Submit the Organizational Park Permit Form (found at [eastgoshen.org](http://eastgoshen.org))
3. Your Park Permit Application will be added to the next Park Commission agenda (first Thursday each month)
  - a. Jason will contact you and discuss your event details prior to the Park Commission meeting
4. When at the Park Commission meeting:
  - a. You will be allotted time to present your event to the Park Commission
  - b. The Park Commission members will lead a Q & A
5. The Park Commission typically takes up to two meeting cycles to approve/deny a park permit.

For example – you present your meeting at the February 2016 meeting. The Park Commission would be by the March 2016 meeting.

Thanks again for your interest in East Goshen Park! If you have a questions, please contact Jason Lang, Director of Recreation, at [jlang@eastgoshen.org](mailto:jlang@eastgoshen.org) or 610-692-7171.