



East Goshen Township
Department of Parks and Recreation
1580 Paoli Pike
West Chester, PA 19380
(610) 692-7171

Pavilion Rental FAQ

- **Pavilion Rental Season** - March 1 to December 31. Rentals can only be made for the current calendar year.
- **Group Size:** Groups larger than 25 are required to submit a permit. Any organized group no matter the size wanting to use the pavilion for a specific date must submit a permit to guarantee the pavilion.
- **Pavilion Locations:** Ira Hicks Pavilion is near the playground and the preferred pavilion for children's birthday parties. Veterans Pavilion is near the football field and is better for privacy and ADA Bathroom needs. Both pavilions have picnic tables, grills, electric, water access and are close to a bathroom facility. Grills are for charcoal only. No propane grills are permitted.
- **Time:** We offer two time slots (9:00am to 2:00pm or 3:00pm to Dusk) or renting it for the entire day. Your allotted time includes set up and clean up.
- **Fee:** Groups 25 or larger have the following fee
 - Time Slot (9:00am to 2:00pm or 3:00pm to Dusk)
 - \$100 - East Goshen Township Resident
 - \$200 - Non- Resident or Organization/Business
 - All Day (9:00am to Dusk)
 - \$200 - East Goshen Township Resident
 - \$400 - Non- Resident or Organization/Business
- **Payments:** Checks only. Please make checks to East Goshen Township.
- **Refunds:** A refund will be given if you notify East Goshen Township Parks and Recreation by email the night prior to your rental.
- **How to reserve a pavilion:** We will hold your time and date for one week. After one week if we do not have your completed application and payment you are forfeiting your date and time slot.
- **Other Facility Request:** Tennis/ Pickle Ball Courts, Bocce Court, Basketball Court and Ball Fields require a separate permit and fees if you want to use it during your rental.
- **Third Party Vendors:** You may have moon bounces and other inflatables from a third party vendor. You need to provide copy of their Liability Insurance naming East Goshen as an Additional Insured.

To check pavilion availability or if you have questions about pavilion rentals please contact Jessica Wilhelmy at jwilhelmy@eastgoshen.org or 610-692-7171



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Pavilion Permit Application (Revised 2022)

Type of Organized Group:

Resident of East Goshen Non-Resident Organization: _____
Organization Name

Applicant Name: _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Phone Number: _____ **Email Address:** _____

Pavilion Request: Ira Hicks Veterans **Date of Rental:** _____

Time: 9:00am-2:00pm 3:00pm- Dusk All Day

Number of People: _____

Purpose of Request: _____

Will sound equipment be used? Yes No

Percent of Organization participants who are East Goshen Residents: _____

Will you be using a third party vendor: Yes No

Do you have an additional facility request (Tennis/Pickle ball Court, Bocce, Ball Field or Stage):

Yes No

Approved permitted activities must adhere to all applicable COVID-19 regulations _____ (Initial)

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.

FOR EAST GOSHEN TOWNSHIP

Pavilion Permit APPROVED DENIED **Certificate of Insurance:** _____

Fee: _____ **Payment:** _____ **Initial:** _____ **Date:** _____