



MOOSIC BOROUGH RECREATION FACILITY USE REQUEST

My signature on this form indicates: that I am requesting that the facility listed below be reserved for the day(s), date(s), and time(s) specified; that I understand that all fields of this form must be completed for my request to be considered, that my request may be denied, and that I must contact the Moosic Borough office to verify the approval of my request and to receive a facility reservation policy; that I agree to pay all costs associated with any damage to any facilities, equipment, or other property (real or personal) owned by Moosic Borough; that I also agree to indemnify, defend, and hold harmless the borough, their officers, and their employees from any and all claims, liabilities, damages, attorney's fees and/or costs directly related to my use of the facilities; and that failure to return the facilities to their original condition will result in charges. I understand that I must complete this form and **attach proof of residency**.

APPLICANT INFORMATION/ORGANIZATION:

APPLICANT'S NAME: _____ EMAIL ADDRESS: _____

ADDRESS: _____
Street City State Zip

DAYTIME PHONE: _____ CELL PHONE: _____

EMERGENCY CONTACT: _____

DAYTIME PHONE: _____ CELL PHONE: _____

RELATIONSHIP TO PERSON/ORGANIZATION: _____

FACILITY USE INFORMATION: DAY(S): M T W Th F Sa Su DATE(S): _____ — _____

START TIME(S): Please include set-up time: _____ END TIME(S): Please include break-down time: _____

OF PEOPLE EXPECTED: (Under 18 yrs.) _____ (18+) _____ (50+) _____

EVENT DESCRIPTION (Be thorough and specific):

Purpose and/or Activity to Take Place: _____

Person(s) Responsible for Any Damage that May Occur: _____

I hereby certify that I am the authorized and responsible representative of the petitioning organization or group; that I have received and read a copy of the Moosic Borough Recreation policies and procedures; and that our organization/group will comply with the regulations, policies governing the use of our reserved area/facility, and further that I, the applicant, agree to reimburse the Borough for any loss or damage to Borough property caused by such use.

SIGNATURE _____ **Date** _____

Mercatili – Segilia Park

PAVILION RENTAL AGREEMENT

There is a \$100.00 non-refundable charge for all events held at the pavilion.
Check or Money Order to be made payable to Moosic Borough.

NAME: _____

ADDRESS: _____

PHONE: _____

EVENT DATE: _____

MERCATIL – SEGILIA PARK PAVILION RENTAL AGREEMENT

RULES AND REGULATIONS FOR RENTAL PAVILION

- Non-refundable rental fee paid when booking. Pavilion will not be reserved until rental fee is received.
- All garbage must be collected and secured in park garbage containers or bags. The park should be restored to the condition in which it was found.
- Any and all damages observed should be reported to the Moosic Borough Administrative Office or Moosic Borough Police Department.
- No decorations, posters and/or signs shall be affixed to the pavilion without approval from the Moosic Borough Administrative Office. No permanent changes are allowed to the facility. Remove all decorations from park.
- Do not staple anything to the picnic or buffet tables. Clips should be used to secure tablecloths.
- NO ALCOHOLIC BEVERAGES ON PREMISES.
- Moosic Borough reserves the right to reschedule events at its discretion. When there is a need to reschedule you will be notified in advance.

Person(s) making the reservation is responsible for ensuring all rules and regulations are adhered to.

INITIALS: _____

DATE: _____