

APPLICATION FOR ATHENS BOROUGH PARK RENTAL

Athens Borough
2 South River Street
Athens, PA 18810
(570) 888-2319
FAX (570) 888-8372

APPLICATION REQUIREMENT

An application shall be required for any activity expected to exceed one hundred and fifty (150) participants, and/or extended hours, exclusive franchise rights, use of alcoholic beverages, games of chance, solicit gifts or contributions, sell or vend, erect a sign, ride, drive or bring any horse, conduct a pet show, occupy a camp or campground, sleep overnight, or conduct professional sports.

LOCATION

Athens Borough Park is located on Satterlee Street and South River Street. The application does not include reservations for the Firemen's Pavilion and/or the Valley Playland that are contained within the park. Persons interested in reserving the Firemen's Pavilion must contact the Athens Borough Fire Board. The Valley Playland cannot be reserved and is not available for rent.

HOURS OF OPERATION

The Athens Borough Park shall be closed from sunset to sunrise each day (pole lights on means the park is closed), except for unforeseen emergencies and officially sanctioned, authorized, and/or supervised Borough events and activities permitted in writing by the Borough Council.

RESERVATIONS

All persons, parties or organizations desiring to reserve the Athens Borough Park must contact the Borough office. The Borough office shall maintain a schedule of events for the park, and reservations will be on a first come - first serve basis.

Please return this application and security deposit to the administrative assistant at above address.

SECURITY DEPOSIT

1. A security deposit of \$50.00 payable to the Borough of Athens is required at the time of reservation. This is to confirm the date of the reservation and to assure that the park will be in the same basic condition as it was when it was rented. The park area must be cleaned of all debris caused by the rental use.

2. No reservations will be confirmed until the security deposit has been paid.

3. A refund of the security deposit will be returned within two (2) weeks from the date of use, less any cost incurred by the Borough for the additional clean up or damage to the pavilion or the park furniture.
4. The applicant shall be responsible for the removal of all garbage and all trash generated by their activity at the park.
5. In the event the applicant fails to remove all garbage and trash generated by the activity, the applicant will be responsible and will be billed for all costs incurred by the Athens Borough Public Works Department in addition to the forfeiture of the \$50 deposit.

INSURANCE

Organizations, which require a permit, must present a *Certificate of Insurance* naming Athens Borough as an additional insured as proof of liability insurance covering injuries to participants during the period the facility is being used in the amount of \$500,000.

TRAFFIC CONTROL

Organizations, which require a permit, will be responsible for the coordination of traffic control and parking with the Borough Police Department.

EXCLUSIVE FRANCHISE RIGHTS

The permit holder can request exclusive rights for the sale of merchandise, food, and beverages for the period that the permit is in effect in the park and on public roads surrounding the park on the day or days of the permit. The exclusive franchise requires written approval from the Mayor and/or in his absence, the Borough Council President.

USE OF ALCOHOLIC BEVERAGES

Any use of alcoholic beverages requires written approval from the Mayor and/or in his absence, the Borough Council President. Applicant represents that *Liquor Control Board permission* has been obtained and provided to the Borough.

GAMES OF CHANCE

Any betting, raffles, gambling or gaming or use or operation of any slot machine or gaming table or other gambling instrument or sale of fortunes must receive written approval of the Borough Mayor and/or in his absence the Borough Council President. Applicant represents that *Games of Chance license* has been obtained and provided to the Borough.

ACTIVITIES EXCEEDING 150 PARTICIPANTS

Any applicant providing entertainment or transacting business of any kind or holding a public meetings or assemblies or for all activities if it will involve in excess of 150 participants for the event must receive written approval of the Borough Mayor and/or in his absence the Borough Council President.

SOLICIT GIFTS OR CONTRIBUTIONS

Any applicant who wishes to solicit gifts or contributions for any purpose must obtain the permission of the Borough Council.

SELL, VEND

Any applicant who wishes to sell, vend, or give away any article of merchandise or other matter or distribute handbills or circulars (except any religious or registered charitable organization) must obtain the permission of the Borough Council. Applicant represents that the *Department of Environmental Protection* license for the sale of food has been obtained and provided to the Borough.

SIGN

Any applicant who wishes to post, paint or affix or erect any sign, advertisement, banner or any other matter for attracting attention must obtain permission of the Mayor and/or in his absence the Borough Council President.

HORSE

Any applicant who wishes to ride, drive or bring any horse upon any borough property must obtain written permission of the Mayor and/or in his absence the Borough Council President.

PETS

Any applicant who wishes to allow any pet to run at large shall be permitted, provided that they are restrained by a leash not exceeding six (6) feet in length and led or controlled by a person capable of controlling the pet, and further provided that the person in control of the pet shall be responsible for the removal of any feces deposited by the pet on borough property or right-of-way. Any exception shall require written permission of the Mayor and/or in his absence the Borough Council President.

OCCUPY A CAMP OR CAMPGROUND OR SLEEP OVERNIGHT

Any applicant who wishes to occupy a camp or campground or sleep overnight requires written approval from the Mayor and/or in his absence the Borough Council President.

PROFESSIONAL SPORTS

Any applicant who wishes to play, engage, or take part in any game or competitive sport or money or other valuable thing must obtain written approval from the Mayor and/or in his absence the Borough Council President.

Rules and Regulations ATHENS BOROUGH PARK

Prohibited Acts: It shall be unlawful for any person on borough property to:

1. Use threatening, abusive or insulting language.
2. Do any obscene or indecent act.
3. Throw stones or any sharp object such as javelins, arrows, spears, etc.
4. Interfere with, encumber, obstruct or render dangerous any public way, path, walk, or public place.
5. Do any act tending or amounts to a breach of the peace.
6. Climb or stand upon any fence, shelter, seat, support, statue or other structure.
7. Be in possession of or discharge any and all types of fireworks, firecrackers or torpedoes without the expressed written authorization of the borough.
8. Engage in, instigate, aid or encourage a contention or fight.
9. Assault any person.
10. Possess or consume alcoholic beverages without permission of the Mayor and/or, in his absence, the Borough Council President.
11. Be under the influence of intoxicating alcoholic beverages.
12. Possess, use or be under the influence of drugs, as defined and prohibited by the Pennsylvania Crimes Code.
13. Kindle, build, maintain or use a fire except in fireplaces provided or in an approved container or a ceremonial fire.
14. Possess, discharge or otherwise use any type of handgun, firearm, knife, bow and arrow, slingshot, BB gun or any other dangerous instrument that is capable of inflicting physical harm to another unless said weapon is permitted or lawfully possessed and is properly secured and locked in a motor vehicle in the borough parks. The carrying of such weapon in the borough parks is expressly prohibited, with the exception of the following:
 - (1) Sworn police and law enforcement officers in the performance of their duties shall be exempt.
 - (2) Military personnel or police officers using firearms for ceremonial purposes and the firing of blank cartridges for said purpose shall be permitted.
15. Kill, injure or disturb any animal or bird or damage any grass, trees or shrubs or damage or deface any structure, building or equipment upon any premises under the jurisdiction of the borough.

16. Drive or park any motor vehicle, including mini-bikes, snowmobiles or other power-driven equipment, on borough property except in roadways and parking lots as contemplated without permission of the Borough Council. Borough maintenance vehicles and those of borough officials and employees or emergency vehicles shall be permitted. No motor vehicles other than police, emergency, fire or maintenance shall be allowed to be in or to be parked in the parking area from 11:00 p.m. to 6:00 a.m. or any other time the park may be closed to the public.

The name, address and telephone number of the applicant:

Name: _____
Address: _____
Telephone number: _____

The name, address and telephone number of the person, persons, or corporation or association sponsoring the activity, if any:

Name: _____
Address: _____
Telephone number: _____

The date and hours for which the permit is desired:

Date: _____
Hours: _____

The park or portion thereof of which the permit is desired:

The estimate of the anticipated attendance: _____

The name, address and telephone number of the person or persons responsible for clean up:

Name: _____
Address: _____
Telephone number: _____

The name, address and telephone number of the insurance company and proof of the insurance policy if the event will have more than 150 participants.

Name: _____

Address: _____

Telephone number: _____

EXTENDED HOURS

In order to extend the hours of activities, the applicant must obtain written approval from the Borough Council. *Request for the hours of activities to be extended to _____.*

Activities Requested

(Applicant to circle the activities requested)

Approval

Denial

1. Exclusive Franchise Rights	_____	_____
2. Alcohol use	_____	_____
3. Games of Chance	_____	_____
4. Activities exceeding 150 participants	_____	_____
5. Solicit Gifts	_____	_____
6. Sell, Vend	_____	_____
7. Sign	_____	_____
8. Horse	_____	_____
9. Pets	_____	_____
10. Professional Sports	_____	_____
11. Occupy a camp or campground	_____	_____
12. Sleep overnight	_____	_____

ATTACHMENTS (required):

1. Fifty dollar deposit (\$50): _____
2. Liability Insurance \$500,000 (certificate naming Athens Borough as additional insured: _____)
3. Liquor Control Board (written permission for alcoholic beverages): _____
4. Games of Chance (copy of license): _____
5. Department of Environmental Protection (copy of license for the sale of food): _____

SIGNED: _____
Mayor of the Borough of Athens

(The above activities have been approved or denied as indicated by the Mayor or Borough Council President's signature above)

SIGNED: _____
President, Borough Council

(The above extended hours have been approved by the Borough Council on _____ day of _____ 200__ as indicated by the Borough Council President's signature above)

SIGNED: _____
Applicant

(By signing you are acknowledging that you have read and understand the Athens Borough Rules and Regulations and agree to abide by them)

In the event the Mayor and/or in his absence the Borough Council President rejects the application or any part thereof; the applicant shall of the right to appeal the decision within thirty (30) days of the rejection to the Athens Borough Council.