

Borough of Red Hill
56 W. 4th Street
Red Hill, PA 18076
215-679-2040

APPLICATION FOR USE OF ATHLETIC FIELDS

NAME OF ORGANIZATION: _____

Date(s) of Event: _____

Purpose of Event/ Name of event: _____

Field Requested: _____

Event Start Time _____ **End Time** _____ **Set Up Time Needed** _____

Equipment Needed: _____

Anticipated Attendance: _

Applicant(s) In Charge Name: _____

Organization Address: _____

Telephone: _____ **E-Mail:** _____

Invoice emailed to: _____

I have read the Athletic Fields Use Policy and agree to abide by all rules and regulations. Failure to do so will result in the cancellation of this application and/or financial charges. I understand that any exception (s) to the regulations must be approved by Borough Council and that the Borough authorities may revoke my permission at any time. By signing below, I represent that I am duly authorized by the Organization to bind the Organization to all terms of the Policies including, without limitation, the Damage Deposit, Certificate of Insurance and Indemnification provisions.

Signed: _____ **Date:** _____

Do not Write Below this Line



CHARGES: **Damage Deposit \$** _____

INSURANCE CERTIFICATE: The lessee is required to submit a Certificate of Insurance from their Insurance Company for \$1,000,000 General Liability in the name of the above organization before a permit will be issued. *The insurance certificate must show the Borough of Red Hill as the Certificate Holder. Applications will not be processed without a valid certificate of insurance.*

**BOROUGH OF RED HILL
ATHLETIC FIELD USE POLICY**

ELIGIBILITY:

Borough Athletic Fields may only be used by:

1. Borough of Red Hill (Red Hill) government entities.
2. Regional civic/non-profit teams or leagues whose efforts directly affect the welfare or betterment of the community and its residents.
3. Red Hill based business associations, homeowner associations, or neighborhood associations engaging in intramural sports.

NON-ELIGIBLE ACTIVITIES:

1. Commercial activities or the solicitation of funds.
2. Politically partisan meetings or campaign activities. The prohibition does not apply to the following:
 - a. Non-partisan candidate forums sponsored by an independent, non-partisan organization such as the League of Woman Voters or Chamber of Commerce and that are available on an equal basis to all candidates for a specified office.
 - b. "Town Hall" meetings sponsored by an elected official for the purpose of informing constituents in Red Hill about programs, decisions, and other matters related to the official business and duties of the public official, provided the official does not solicit political support, votes or financial assistance during the meeting.
3. Personal use such as birthday parties, showers, etc.
4. Religious worship or use by religious organizations for proselytizing. Sports organized by religious organizations shall be permitted.
5. Any applicant or event deemed contrary to the best interests of the Borough of Red Hill or its residents.

AVAILABILITY:

The Red Hill Borough Athletic Fields are available to eligible parties on a first-come/first-served basis from dawn until 8:30 PM provided use by any outside organization does not conflict with Borough business or regularly scheduled or specially scheduled Borough events.

PREEMPTION AND CANCELLATION:

The Borough Council has the authority to preempt or cancel any previously scheduled events of outside organizations when the use of Borough Athletic Fields is needed by the Borough of Red Hill.

DAMAGE DEPOSIT:

A damage deposit is required for using the Borough Athletic Fields. This fee is set by the Borough Council from time to time. The damage deposit shall be refunded less any expenses incurred by Borough on the occasion of damages to the athletic fields. This damage deposit is not a limitation of liability.

CERTIFICATE OF INSURANCE:

Outside organizations must present a certificate of insurance listing the Borough of Red Hill as Certificate Holder certifying liability coverage in the amount of \$1,000,000 or more prior to use of the facility and remaining effective for the duration of the organization's use of the Borough Athletic Fields.

SANITARY FACILITIES:

For any activity lasting one hour or more, the organization must, at its own expense, provide portable sanitary facilities in sufficient numbers to adequately serve all persons attending the event. The location of sanitary facilities shall be coordinated with Borough staff.

INDEMNIFICATION:

By filling out the Application for Use of Athletic Fields and execution of the aforesaid Application, signor represents that he or she is duly authorized by the organization to execute the Application for the purposes therein and is authorized to commit organization and hereby commits organization to indemnify and hold harmless the Borough of Red Hill, its Borough Council members, Mayor, employees, staff, agents and affiliates against all allegations, claims, actions, suits, demands, damages, liabilities, obligations, losses, settlement, judgments, costs, and expenses (including without limitation attorney's fees and costs) which arise out of, relate to or result from organization's use of the athletic fields.

**BOROUGH OF RED HILL
ATHLETIC FIELD USE POLICY**

RULES:

Failure to comply with facility use rules may result in suspension of facility use privileges.

1. Each organization must apply through an applicant who must be 18 years of age or older and is duly authorized by organization to contract on behalf of the organization.
2. The applicant must complete and sign the application form provided by the Borough in order to request a facility reservation. Reservations must be approved by the Borough Council or designee.
3. The applicant agrees to use the facility at their own risk and hold the Borough harmless.
4. Facilities cannot be reserved more than one year in advance.
5. Alcoholic beverages and tobacco products are prohibited.
6. Animals are prohibited, with the exception of service animals.
7. Outside equipment shall be limited to sporting goods equipment which is directly related to the activity.
8. The athletic field must be returned to its original condition following an event. Any cost incurred by the Borough to return the facility to its original condition will be drawn from the damage deposit or billed to the facility user. Damage or cleanliness issues discovered prior to using the facility must be reported to a Borough Official during regular business hours or to the Borough's General Office voicemail after hours.
9. Parking shall be in approved areas only, and lessee shall be responsible for any damage to grounds resulting from improper use.
10. Refrain from playing on the fields in bad weather or when ground is soft.
11. Report to the Borough Office any use of the fields by unauthorized persons.
12. The lessee agrees to pick up all litter at the conclusion of the activity. Use the trashcans.
13. Groups may not schedule any event which would include animal rides, mechanical rides, hot air balloons, fireworks or bonfires.
14. Community is defined as an organization which membership is substantially comprised of residents.
15. All facilities users will be accountable for any damages occurring to fields and property of the Borough of Red Hill.
16. Field striping must be done by the organization, at its expense.
17. Lighting may be provided by organization at its expense provided lighting is directed only onto the athletic field and not toward neighboring properties. Organization must consult with Borough Staff for the location and directing of lighting facilities prior to use.