



LIMERICK TOWNSHIP  
DEPARTMENT OF PARKS & RECREATION  
646 West Ridge Pike  
Limerick, PA 19468  
610-495-6432 \* Fax 610-495-0353  
www.limerickpa.org



## 2018 SEASONAL FIELD RENTAL APPLICATION

Due to the increasing number of field and court rental requests for Limerick Township park facilities, the Limerick Township Department of Parks and Recreation has made some improvements in the seasonal facility rental procedures.

### **Please carefully read over the NEW procedure for field rentals:**

It is the responsibility of Limerick Township Parks and Recreation to govern and fairly assign use of the facilities. It is the goal of this department to see that the needs of the Limerick Township Community are met. Facilities are available for use by community organizations, individuals, and businesses. Recreation facilities are limited. Therefore, use without a permit cannot be guaranteed. Requests for use of a recreation facility must be made in writing using the appropriate Rental Application.

**Cancellation/Reduction of rented fields:** Renters must submit a written notice of cancellation or reduction of rented fields 21 days prior to the initial start date of the rental will receive a refund minus a \$10.00 administration fee. Cancelling or reducing the number of rented fields less than 21 days prior to the start of your rental, 75% of the rental fee for those fields minus a \$10.00 administration fee will be refunded. The remaining 25% is non-refundable.

### **When to apply:**

- **Previous year renters** can submit applications beginning January 2nd. Fields will be assigned at the beginning of February. *This applies **only** to organizations that rented during the 2017 season.*
- **New renters** can submit applications beginning February 1<sup>st</sup>. Fields will be assigned during the middle of February. *This includes organizations that have rented prior to 2017 **OR** who are requesting field use for the first time.*
- **All applications will be reviewed and fields assigned based on history of rentals and conduct.**

### **How to apply:**

- Complete the attached *Seasonal Field/Court Rental Application*
- Sign the attached *Seasonal Field/Court Rental Guidelines*
- *Be sure to include ALL ITEMS listed below in your packet:*
  - *Application & Signed Rules/Guidelines*
  - *Rental fees for the season*
  - *Nonrefundable Application Fee*
  - *Copy of your Insurance listing Limerick Township as a Certificate Holder*
  - *Refundable Security Deposit- **separate check***
- Drop off your completed packet at the Township Building or mail your application packet to:

Limerick Township Parks & Recreation  
Attn: Ryan Yanhocik  
646 W. Ridge Pike  
Limerick, PA 19468

## 2018 SEASONAL FIELD/COURT - RENTAL INFORMATION

Field Rental Period: Saturday, March 24<sup>th</sup> through Sunday, October 28<sup>th</sup>

LTP&R reserves the right to delay the start of the season due to unplayable field conditions. LTP&R also reserves the right to recall use of a specific field or court at a specific time with a minimum 24-hours' notice given to the permit holder. In this case, LTP&R will offer alternate open make-up dates or fields.

### Facilities Available to rent in 2018:

#### Limerick Community Park - LCP

Field #1 - Baseball (90'x 300')  
Field #2 - Softball (60'x250')  
Field #3 - Softball (60'x250')  
Field #4 - Softball (60'x250')  
Field #5 - Little League (60'x210')  
Field #6 - Little League (60'x210')  
Field #7 - Multi-Purpose (240'x120')  
Field #8 - Multi-Purpose (330'x195')  
Field #9 - Multi-Purpose (300'x165')  
Field #10 - Multi-Purpose (300'x165')

#### Veteran's Park - VP

Field #1 - Multi-Purpose (250'x165')

#### Linfield Sports Park - LSP

Field #1- Softball (60'x250')  
Field #2- Softball (60'x250')  
Field #3-Multi-Purpose  
Field #4- Multi-Purpose

### Seasonal Field/Court Rental Fees:

Rental Time Periods 4 hrs.: 8 am – 11 am    12 noon – 4 pm    5 pm to dusk

1. Seasonal Field/Court Permit –All field rentals are an 8 week minimum and are priced per week

Field use 1-2 nights per week per 4 hour time frame- \$35 per week

Field use 3-5 nights per week per 4 hour time frame - \$50 per week

Field use 6-7 nights per week per 4 hour time frame will be handled on a case by case basis

2. Non-resident permit fee

\$100 (*applies to all organizations based outside of the Township*)

3. Single Use of Field or Court

\$35 Limerick Township/\$80 Non-Resident

4. Use of Storage Shed at LCP  
*limited*)

\$110 per permit rental period (*only 3 groups per season- space is*

5. Refundable Security Deposit

\$275 & copy of insurance certificate

6. Nonrefundable Application Fee

\$30

**CANCELLATION POLICY:** Renters must submit a written notice of cancellation or reduction of rented fields 21 days prior to the initial start date of the rental will receive a refund minus a \$10.00 administration fee. Cancelling or reducing the number of rented fields less than 21 days prior to the start of your rental, 75% of the rental fee for those fields minus a \$10.00 administration fee will be refunded. The remaining 25% is non-refundable.

**PLEASE NOTE:** Please include a contact list of coaches utilizing the field for the 2018 season. This is who we will contact if field rentals are cancelled due to bad weather.

Please fill out the application **COMPLETELY** and return with a \$30.00 application fee and field/court rental fee. Please enclose a separate check for security deposit. Security deposit is refundable once your permit is complete. Checks should be payable to "Limerick Township". There are NO guaranteed assignments. LTP&R will make every effort to assign facilities in an equitable manner while maximizing usage and number of groups satisfied.

**Questions? Contact Ryan Yanchocik at (610) 495-6432 x151 or via email at [ryanchochik@limerickpa.org](mailto:ryanchochik@limerickpa.org).**

# 2018 SEASONAL FIELD/COURT - RENTAL APPLICATION

(Please Print – FILL OUT COMPLETELY)

ORGANIZATION/TEAM NAME: \_\_\_\_\_  
 CONTACT NAME: \_\_\_\_\_  
 MAILING ADDRESS: \_\_\_\_\_  
 PHONE NUMBER: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_

**FOR OFFICE USE ONLY**

Application [ ]  
 Application Fee [ ]  
 Security Deposit [ ]  
 Insurance Cert [ ]  
 Rental Fee [ ]

**Check one:**     Adult Men's League             Adult Women's League             Adult Co-ed League  
                    Youth Girls League             Youth Boys League             Other: \_\_\_\_\_

**Dates needed:** Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ # of Weeks: \_\_\_\_\_

<b>Rental Period/Times:</b>	Saturday	8am- 11am	12noon-4 pm	5 pm -dusk
	Sunday	8am- 11am	12noon-4 pm	5 pm -dusk
	Monday	8am- 11am	12noon-4 pm	5 pm -dusk
	Tuesday	8am- 11am	12noon-4 pm	5 pm -dusk
	Wednesday	8am- 11am	12noon-4 pm	5 pm -dusk
	Thursday	8am- 11am	12noon-4 pm	5 pm -dusk
	Friday	8am- 11am	12noon-4 pm	5 pm -dusk

**Limerick Community Park**

\_\_\_ Field #1 BB (90'x300')            \_\_\_ Volleyball Court #1  
 \_\_\_ Field #2 SB (60'x250')            \_\_\_ Volleyball Court #2  
 \_\_\_ Field #3 SB (60'x250')            \_\_\_ Basketball Court  
 \_\_\_ Field #4 SB (60'x250')  
 \_\_\_ Field #5 LL (60'x210')  
 \_\_\_ Field #6 LL (60'x210')  
 \_\_\_ Field #7 MP (240'x120')  
 \_\_\_ Field #8 MP (330'x195')  
 \_\_\_ Field #9 MP (330'x165')  
 \_\_\_ Field #10 MP (300'x165')  
 \_\_\_ Request Use of the storage shed at Limerick Community Park

**Veteran's Park**

\_\_\_ Field #1 MP (250'x165')

**Linfield Sports Park**

\_\_\_ Field #1 SB (60'x250')  
 \_\_\_ Field #2 SB (60'x250')  
 \_\_\_ Field #3 MP  
 \_\_\_ Field #4 MP

**Seasonal Permit Fee:** \_\_\_\_\_  
**Storage Shed Fee:** \_\_\_\_\_  
**Non-resident Fee:** \_\_\_\_\_

**Application Fee: \$30.00**  
**Total Fees:**   
**Security Deposit: \$275.00 (separate check)**

**PAYMENT METHOD:** [ ] Cash [ ] Check # \_\_\_\_\_ ] **Credit Card:**    MasterCard    Discover    Visa  
 Credit Card #: \_\_\_\_\_ Exp. Date \_\_\_\_\_ / \_\_\_\_\_ CVC #: \_\_\_\_\_

By signing below, I agree to pay Limerick Township for the amount above and understand that a Third-Party convenience fee will apply to my transaction in order for the Township to accept payment via credit card. I further agree that such convenience fee shall be billed to my credit card as a separate transaction and equal to \*2.75% of the total amount being paid.

Name (as listed on card): \_\_\_\_\_ Signature: \_\_\_\_\_

**IMPORTANT PLEASE READ --- LTP&R RECREATION FACILITY RULES AND GUIDELINES**

The time frame listed on the permit includes SET UP AND CLEAN UP. Please do not arrive prior to the time listed on your permit. It is important that your group is cleaned up and ready to leave by the ending time on the permit.

**Seasonal Field/Court Rental Rules & Guidelines - Limerick Township**

**Rules & Regulations:**

- All Limerick Township Parks & Recreation Rules and Regulations shall remain in effect at all times throughout the duration of the permit. The Township, as deemed necessary, may impose special rules, regulations and restrictions.
- **The uses of alcohol and controlled substances are strictly prohibited within all Township facilities. Smoking is prohibited under pavilions or inside the Manderach Memorial Playground area.**
- Tents/canopies are not permitted without special permit for certain events.
- Firearms or other weapons are prohibited within the parks.
- Grills are available at Veterans Park and Trinley River Park only. NO gas grills, charcoal grills, fires, etc. are permitted at the Limerick Community Park.
- There shall be no soliciting of any kind, including the sale or vending of food, except by special permit issued by LTP&R. Vendors are not permitted in the park except by special permit issued by LTP&R.
- Minor Field Maintenance is permitted, such as raking out puddles or leveling base paths. You may not mow fields or drag fields using power equipment unless granted by the LTP&R Parks Crew.
- LTP&R staff, LT Parks Crews and the Limerick Township Police has the right to enforce all permits and park rules. If a park use emergency occurs, please call (484) 644-5320. In the event of a police, fire or medical EMERGENCY call 9-1-1.

**Applicant Responsibilities:**

- The contact person and **all coaches** must comply with and enforce all Limerick Township established ordinances, regulations and policies.
- **In the event of inclement weather:** financial reimbursement or rescheduling games will be permitted if LTP&R is notified within 48 hours of the cancellation or the Monday after a weekend playing date. Reimbursement or rescheduling will not be approved for any other reason.
- The fields/courts must be cleaned from litter, **especially water and sport juice bottles.** The parking lot and immediate facility area are considered part of the facility and must be free from litter also. If trash becomes a problem, LTP&R will begin to deduct money from security deposits at \$30.00 per offense.
- **Please make sure to have your permit with you at all times.**
- **Parking:** Parking in designated parking spots **ONLY.** Vehicle access is limited to the general parking areas. **Driving on the walking path or parking on the grass is strictly prohibited. POLICE WILL BE NOTIFIED AND FINES WILL BE ISSUED!** It is the responsibility of the organization that holds the permit to police all spectators and members during practices/games/events.

**Animal Policy:**

- All animals must be on a leash at all times and owner must clean up after them. It is the responsibility of the organization that holds the permit to police all spectators and members. If there is a problem the police will be contacted and citations issued. **No animals are permitted within the Manderach Memorial Playground area.**

*I acknowledge having received and read the Limerick Township Rental Rules & Guidelines and agree to abide all the rules and regulations set forth by the Township and Parks & Recreation Department.*

*I, the undersigned, for myself, my heirs, executors, administrators and assigns, do hereby remise, release, quite claim and forever discharge and hold harmless the Township of Limerick, their officials, agents, officers, employees and assigns, from any all liability, known or unknown, potential or otherwise, arising from the uses of the Township's recreational facility and/or public property.*

*I, along with the organization fully understand that I voluntarily choose to participate in certain recreational activities on the above described Township property and do hereby assume the risk of any personal injury, damage or loss which I may incur from use of the above described Township property.*

**APPLICANT SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Limerick P&R Signature: \_\_\_\_\_ Date: \_\_\_\_\_