



Phoenixville Borough Recreation Department
501 Franklin Ave.
Phoenixville Pa 19460
610-933-7728

PHOENIXVILLE PARK AND FACILITIES USE APPLICATION

Name and/or Organization: _____

Address: _____

Email: _____ Telephone: _____

Type of Event: _____

Date(s) of reservation: _____ ***Contact Rec Dept for availability**

I/We hereby request reservation for the following:

Tennis Court - \$20 per hour per court

Borough Resident Price \$10/hour/court

Joe Rowan Park

Basketball Court – \$40/hour

Borough Resident Price \$20/hour

Cascaden Park C’Jon Park Morris St Park Reservoir Park Manavon/Fisher

Court Location _____ Days/Times _____

Softball/Multipurpose Field Rental - \$50 up to 2 hrs

Borough Resident Price \$25 up to 2 hrs

Morris St Park Pat Nattle Field Reeves Park Veterans

Field Location _____ Days/Times _____

Pavilion – \$85 (up to 4 hrs)

Borough Resident Price \$45 (up to 4 hours)

Reeves Park Heartwood Reservoir Park Manavon/Fisher Morris

Location _____ Days/Times _____

Bandshell at Reeves Park

\$75 per hr.
\$175 up to 4 hrs.
\$350 over 4 hrs.

Borough Resident Price \$50 per hr.
\$100 up to 4 hrs.
\$175 over 4 hrs.

Gazebo at Reeves Park (2)

\$25 up to 4 hours

Borough Resident Price \$10 up to 4 hrs



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LIABILITY RELEASE

Name/Organization _____ requests permission to use Borough of Phoenixville premises and conduct activities thereon.

Usage & Rental Policies for Phoenixville Borough Park Facilities

1. Rentals open April 1. Applications can be submitted starting March 1. Facilities are available on a first-come, first-served basis.
2. Cancellations due to weather are not refundable or transferrable. Anticipated rain date is an additional rental fee.
3. Availability can be confirmed by calling the Parks and Recreation Department, however, reservations are not confirmed until all parties sign the rental contract and pay the rental fee in full. You will receive a receipt to verify the rental.
4. The application indicates which particular facilities have been scheduled for your use. Please check this information for accuracy.
5. The time frame listed on your application must include set-up and clean-up time. Please do not arrive prior to the time reserved. It is equally important that your group has cleaned up and is ready to leave by the ending time noted.
6. Cancellations require a one-week notice. Late cancellations or "no shows" will be charged the full rental fee.
7. No soliciting, recruiting or loitering is permitted in any non-rented facilities.
8. Activity and use of property shall be limited to the designated area (including, for access only, the hallways) listed on the application/receipt.
9. Use of profane language, illegal drugs, alcoholic beverages, firearms, gambling, chewing tobacco and smoking on Phoenixville borough property is strictly prohibited.
10. Please remember to be courteous, as groups may be renting other facilities during the time slots before and after you.
11. It is the responsibility of each individual, group or organization using facilities to clean up in the trash cans provided.
12. The renting individual, group or organization is responsible for any damage incurred while using the facility.
13. All organized groups or outside vendors renting the facility must provide a certificate of liability insurance, in the amount of \$1,000,000, naming Phoenixville Borough as additionally insured. (*Organized group means multiple individuals who are members of a chartered or sponsored unit, club, team, or similar entity.*)
14. The renting individual or group hereby agree to save, hold harmless, defend, and indemnify Borough of Phoenixville and its officials, employees, and volunteers from any and all claims, demands, or causes of action heretofore or hereafter arising or relating to use of Borough of Phoenixville premises and our activities conducted thereon.
15. Failure to conform to rental policies will result in rental cancellation or subsequent denial of future applications.
16. A borough emergency will displace a scheduled use immediately and without notice.

The undersigned does hereby knowingly, voluntarily, and willingly executes this release:

Signature: _____

Date: _____

REC CENTER STAFF USE ONLY:

Your Request is: APPROVED DENIED

Borough Staff Signature: _____

Fee: \$ _____ Date Paid: _____ Method of Payment: Cash / Check _____