

## CHAMBERSBURG RECREATION CENTER 2024 BANDSHELL RENTAL APPLICATION

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Revised	1	/29	/20	)2	4
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			Today's Date.		
Perso	on/Organization Renting:			_	
Addre	ess:				
Please	e Circle area of Residence:	Borough of Chambersburg Greene Township		Guilford Township	
		Hamilton Township	Letterkenny Township	Lurgan Township Other	
Conta	act Person's DOB:	Email Addr	ess:		
Phone	e (Cell): Phone (Other):				
	erstand, as the contact pers	•		(Initial)	
Arrival Time: Departure Time:		Approximate Att	Approximate Attendance:		
	sion for rental? (Please descr				
	Bandsi	hell	Cost	Borough Resident	
	3 hour usage		\$50.00	\$35.00	
	4 hours or more		\$99.00	\$85.00	

## **Bandshell Rental Guidelines**

Any group wishing to reserve additional areas of a park will need to submit additional applications and could be required to provide a Certificate of Liability Insurance.

Any group selling or giving away of food products or other retail products to the **public** may be required to provide a Food/Health License and pay 15% commission on gross sales payable to the Recreation Department. All Commercial/For Profit sales on park property must be approved by the Recreation Department and may subjected to additional fees.

- All Band Shell rentals are reserved through the Recreation Department and all fees associated with the rental are due and payable at the time the reservation is requested and responsible party and must be 21 years of age or older.
- Cancellations must be made at least four (4) weeks prior to the scheduled time of use in order to obtain a refund. A \$5 dollar administrative fee is retained by the Recreation Department for all refunds issued.
- In the event of any problem during your reservation, such as other parties intruding, please call the Borough Service Center at 717-263-4111. In the event of an emergency, dial 911. You may also contact our uniformed Park Guard from Memorial Day through Labor Day by calling the Aquatic Center at 717-251-2466.
- Proper care and use of recreation facilities is required. The cost of any property damage shall be charged to the responsible group.
- Tacks, staples, and littering are prohibited. Please place trash in receptacles.
- Park patrons shall respect the rights of others and conduct themselves in a manner acceptable and becoming to others.
- No solicitation or retail sales are permitted unless approved by the Recreation Department in advance.
- The use of alcoholic beverages and narcotics in Recreation and Park areas is prohibited. Smoking is prohibited in the pavilion area. Park Guards reserve the right to check coolers as they deem necessary. If alcohol is found it must be removed immediately. If not, you will be asked to vacate the premises without refund.

  Initial \_\_\_\_\_\_\_



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- The only animals permitted to be brought into the Park are Certified Service Animals. Emotional support pets do not fall within this category.
- If a licensed vender will be serving alcohol at your event; you will need to secure an Event Permit with the Borough of Chambersburg by contacting Jody Mayer at <a href="mayer@chambersburgpa.gov">jmayer@chambersburgpa.gov</a> or calling 717-264-5151. For a Cash/Open Bar we require 15% of sales from licensed vendor. A receipt must accompany the payment. If the vendor does not pay this amount the responsibility will fall upon you as the renter. This is due within three days of your event. This must be a private event and not open to the public.

By signing this agreement, you are indicating receipt of these guidelines, are accepting responsibility during the event, and assuring compliance throughout your event.

SIGNATURE:			
		ADMINISTRATIVE USE ONLY	
Date Received:		Received by (Staff):	
Payment:	Check #	Cash	Credit Card