



Falls Township Parks and Recreation Fallsington Commemorative Park Gazebo Rental Information

Overview

Falls Township Parks & Recreation manages numerous facilities, such as the Falls Township Community Park, Quaker Penn Park and The Fallsington Memorial Park, which may be rented out to individuals or organizations. For wedding ceremonies only, at the Fallsington Commemorative Park, please follow the Gazebo Rental Policy listed below.

For more organized events, such as a walk-a-thon or multi-day event, please follow the Special Event Policy. To request use of a Falls Township Parks & Recreation facility for a basic event, such as a picnic or soccer games, please follow the Facility Use Policy.

Request Process

To submit a request to reserve the Gazebo at the Fallsington Commemorative Park, follow the procedure below.

1. Phone the Parks & Recreation Office and provide the wedding ceremony date and time desired. If available, the applicant will be given a tentative hold and the Fallsington Commemorative Park Gazebo Rental Form will be mailed.
2. The applicant will have one week- from the receipt of application- to submit the completed application, rental fee, and security deposit. It is important to note that if payment is not received within one week, the reservation will be cancelled.
3. Once the Parks & Recreation office has received the completed application, rental fee, and security deposit in the allotted time frame, the Fallsington Commemorative Park Gazebo Rental Form will be processed and a Facility Use Permit will be provided to the applicant. It is the responsibility of the applicant to bring the Facility Use Permit to the event.

If the applicant listed on the Fallsington Commemorative Park Gazebo Rental Application does not receive the proper paper work within the allotted time frame, please contact the Parks & Recreation Office to check on the status of the application.

Payment Information

The Rental Fee is as follows: **Falls Township Residents- \$95. Non-Residents- \$145.**

In addition to the Rental Fee, a **\$100 Security Deposit** is required for all rentals. Applicants should not date the Security Deposit check. The checks are held in a safe and are returned to the applicant after the event- provided there are no damages.

Applicable Policy Summary

Applicants will have full use of the Gazebo at the Fallsington Commemorative Park for a two consecutive hours. However, the park will remain open to the general public at all times.

Alcoholic beverages and decorations that must be hung are prohibited.

Applicants are responsible for the clean up of the facility.

Parking is limited and is not guaranteed.



Falls Township Parks and Recreation Fallsington Commemorative Park Gazebo Rental Application

This completed form, along with rental fee and security deposit, must be submitted to Falls Township in order to properly reserve the Gazebo at the Fallsington Commemorative Park.

Office Hours: Payment accepted in the Finance Department from 8:30am to 4:30pm, Monday thru Friday

After Hours Drop Box: located in the Municipal Complex Parking lot. *Do not leave cash in box.*

Mailing Address: 188 Lincoln Highway, Suite 100, Fairless Hills, PA 19030

Make Checks Payable: "Falls Township" - *Do not date Security Deposit check*

Applicant Information

Falls Township Resident Non-Resident

Name of Applicant: _____

Name of Contact Person: _____

Mailing Address: _____

Phone: Work _____ Home _____ Cell _____

Name of Alternate Contact: _____

Phone: Work _____ Home _____ Cell _____

Event Information

Day of Week Requested: Sun Mon Tues Wed Thur Fri Sat

Date of Requested Use: _____

Time of Requested Use: *(include set up & clean up)* _____

Purpose of Event: _____ Estimated Number of Attendees: _____

Release, Waivers, and Other Important Information

The applicant agrees to: Inspect the facility prior to request for use and to assume all risks in connection with the use of the facility requested above and to hereby release, absolve, indemnify and hold harmless the Township of Falls and its employees from any and all claims and all costs, damages, legal fees and any other expenses reasonably incurred which arise out of the authorization of the facility. The applicant further understands this request and agrees to be legally bound hereby and to adhere to all ordinances and regulations. *Alcohol is prohibited..*

Signature of Applicant/Sponsor

Date

Official Use Only

Date Received: _____

Fee Charged: _____

Received by: _____

cc: Police Department
 Public Works Department