



**MEDIA BOROUGH RECREATION COMMISSION
301 North Jackson Street
MEDIA, PENNSYLVANIA 19063**

**APPLICATION AND AGREEMENT
FOR USE OF RECREATION FACILITIES
BY ORGANIZATIONS, GROUPS, AND TEAMS
SUBMIT IN DUPLICATE**

I. ORGANIZATIONS/APPLICANTS INFORMATION

SPONSORING (APPLICANT): _____

Address: _____

Telephone: _____

Contact Person: _____

Address: _____

Telephone: _____

President/Chair of Organization: _____

1. PARTICIPANTS

Total Number: _____ Media Residents: _____

Working in Media: _____

2. ESTIMATED PUBLIC ATTENDANCE: _____

3. INDIVIDUAL TEAMS INFORMATION: (PLEASE LIST FOR EACH TEAM)

Name of Team	Captain/Coach	Phone Number
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

4. AMPLIFIED SOUND: (Please describe in detail type and power of equipment)

5. USE FEES:

Permit Fee Amount _____ Date Paid _____

Lights Fee Permit _____ Date Paid _____

Deposit Amount _____ Date Paid _____

Fee will be determined from time to time by the Commission, which may waive any fee or portion thereof at its discretion. FULL PAYMENT OF ALL FEES IS DUE NO LATER THAN THIRTY (30) DAYS PRIOR TO USE.

II. APPLICATION PROCEDURE

1. All applications for the special use of Media Borough Recreation facilities shall be made to the Media Borough Recreation Commission, 301. N. Jackson Street, Media, FA. 19063.
2. Application approval has been delegated by the Media Borough Council to the Media Borough Recreation Commission. Subject to the provisions of these regulations, each Application shall be reviewed by the Commission and such Application shall not be considered approved until a permit is issued, and said permit shall be available for inspection at all times while using the facility.
3. Application for the use of recreation facilities shall be made on a form provided for the purpose; a copy of which is hereby made part of this Application/Agreement. Such application will be signed by an authorized representative of the organization making application and will be submitted at least thirty days prior to the date of proposed function. Applications will be accepted on a first come, first serve basis.
4. Borough recreation facilities may be used only upon written approval of this Application/Agreement by the Commission represented by return of the signed duplicate copy.

III. AVAILABILITY OF FACILITIES & ELIGIBILITY

1. Borough recreation facilities shall be available for use by non-profit groups if such facilities are not at the time required for Borough purposes. The Borough shall have claim to the use of facilities at all times, and any agreement made with an organization must be contingent on the needs of the Borough Recreation program.
2. Borough Recreation facilities shall be used by educational, civic, social, and recreational non-profit organizations within Media Borough. The definition of "within Media Borough" implies organization membership comprised of at least 50% of Media Borough residents. Eligibility, or ineligibility, as outlined, will be determined by the Commission.

IV. OPERATIONAL REGULATIONS

1. Organizations receiving permission to use park facilities are responsible for the conduct of both participants and spectators and shall provide competent adult supervision to handle anticipated crowds.
2. Facilities may be used only for the purpose and activity requested and solely on those dates/times approved by the Commission. These approved dates/times are the only dates/times organizations may use facilities. Any additional dates/times (e.g. rain- outs, playoffs, etc.) must first be approved, in writing, by the Commission.
3. The organization/applicant requesting the use of facilities may not subject or transfer their rights or privileges to any other individual group or organization.
4. The Borough of Media and Commission reserve the rights to require certain supporting services be on hand at some events (e.g. park groundskeeper and security personnel) that may call for fee assessments.
5. The applicant may not install equipment or make any alterations or adjustments to existing equipment of facilities.
6. The Borough of Media and/or Commission authorities may at their discretion take such action as may be deemed necessary to preserve order and the recreation facility,

but the taking of such action does not relieve the applicant of his responsibilities in that regard.

7. Any Borough of Media and/or Commission facility that becomes hazardous for public use due to weather, water, fire or other conditions, may be closed at the discretion of the Borough of Media and /or Commission.

V. RULES AND REGULATIONS FOR USE OF RECREATION FACILITIES

1. The Following Rules must be observed in the use of buildings and ground, and Sponsoring Organizations/Applicant will be held responsible for any loss or damage growing out of the violation thereof:

- a. Dogs or other animals (except Seeing eye dogs) are not permitted in the park, playground, or tennis courts.
- b. Skateboarding and bicycle riding are not permitted in the park, playground, or tennis courts.
- c. Gambling and profane or obscene language are not permitted on the premises,
- d. Disorderly conduct of any kind is prohibited and violators will be ejected from the facilities and will be prosecuted as appropriate.
- e. Drinking of intoxicating beverages or liquors anywhere on the premises is not permitted.
- f. The use of illegal drugs on the premises is not permitted.
- g. All persons using the premises are expected to abide by the ordinances of Media Borough, as well as state and federal laws.

FAILURE TO COMPLY WITH ANY OF THE ABOVE REGULATIONS WILL CAUSE PERMIT TO BE REVOKED.

2. **CLOSING TIME/LIGHTS** The activity must not terminate later than the scheduled closing time as agreed upon in this Agreement. Facilities with lights may be used until 10:00 P.M.: lights will be turned off no later than 10:00 P.M.

3. **AMPLIFIED SOUND** Amplified sound equipment is permitted only if indicated and described in detail on this agreement. Amplified sound will be closely monitored by the Borough and/or Commission and shall be so operated as not to cause excessive sound disturbing neighbors. In the event that a Borough or commission official or representative informs the Organization/Applicant that such amplified sound is excessive, Applicant must immediately reduce the sound to an acceptable level. If there is no compliance, this Agreement will be terminated, and permit revoked/cancelled and Organization/Applicant must immediately vacate facilities.

4. **CANCELLATION** This Agreement may be terminated and any permit previously issued canceled/revoke for just cause, determined by the Borough and/or Commission at their sole discretion, at any time without assigning any reason thereto. If termination occurs before start of event/activity, all unused fees shall be returned to organization/applicant.

5. **SECURITY** Borough will review each Application to determine whether security is necessary for use requested and will so indicate the number of Security Officers necessary on this Application and Agreement. Organization /Applicant must supply Officers acceptable to Borough and pay the full cost thereof.

6. **SPECIAL EMERGENCY SERVICES** Any activity that may require special emergency services must be noted and the applicant shall be required to contact the appropriate local emergency service providers to arrange for proper coverage.

7. **CLEANUP** The Applicant/Organization is responsible for the general clean up of all facilities used. All trash, equipment, or other property of Applicant, must be removed from facilities immediately after use.

8. When an Applicant's activity involves "sports", as determined solely at the discretion of the Commission, each adult individual participant or parent/guardian of each minor participant shall be required to execute a Participant's Release, a sample copy of which is attached to this Application and Agreement as Exhibit "A".

9. Use of John K. Barrall Field will not be permitted until such time in spring season of each year when Commission deems the field's condition suitable for use so requested.

VI. INSURANCE

Prior to use of the Facilities, Applicant must provide the Commission with a Certificate of Liability Insurance naming Borough of Media, Media Borough Recreation Commission and Rose Tree Media School District as additional named insured. **All** applications must be mailed to the Media Borough Recreation Commission, 301 N. Jackson Street, Media, and **PA** 19063.

\$1,000,999 Each Occurrence

\$1,000,000 Personal Injury. and Advertising Injury

\$1,000,000 Products-Completed Operations Aggregate \$1,000,000 General Aggregate

VII. INDEMNIFICATION

Organization/Application agrees to be responsible for, and to indemnify the Borough of Media and the Media Borough Recreation Commission, its member, agents and employees against, and release and save them harmless from; any loss, cost, expense, damage or liability whatsoever on account of injury to persons or damage to or loss of property which is due to or caused by, arises out of, occurs during or results from the *use* of the Media Borough Recreation facilities and its environs as aforesaid.

VIII. MISCELLANEOUS PROVISIONS

1. This Application/Agreement must be signed by President or Chief Officer of the organization who shall be twenty-one (21) years of age or over, and duly authorized by the organization. Where applicable, a certificate of incumbency of the corporation, signed by the Secretary, indicating that the parties signing the Application/Agreement are appropriate and authorization is required.

2. **FAILURE TO COMPLY WITH THIS APPLICATION/AGREEMENT WILL RESULT IN IMMEDIATE TERMINATION THEREOF AND REVOCATION/CANCELLATION OF ANY PERMIT PREVIOUSLY ISSUED.**

3. Permits are issued for specific times and dates. If extensions to times or dates of permits is needed, requests *must* be presented in writing for approval by the Commission.

4. Each Organization will be required to provide a representative to attend an informational meeting before permit is release.

5. All Organizations must provide a minimum of three persons to help in a field clean up day at a date to be set before permit is release.

6. A full game schedule must be provided before issuing permit for use of field.

FAILURE TO COMPLY WITH THE ABOVE WILL CAUSE PERMIT TO BE REVOKED.

Borough Use Only:

APPROVED _____ NOT APPROVED _____

SIGNED: _____

TITLE: _____

SECURITY NEEDED: _____ YES NO _____

IF YES, NUMBER OF OFFICERS-

SPECIAL EMERGENCY SERVICES NEEDED: _____ YES NO _____

IF YES, WHAT KIND? _____

BOROUGH OF MEDIA

Statement of Compliance with Terms of the Americans with Disabilities Act.

I, _____, representing
(Your name)

_____, agree that while we use the
(Your League/Team)

facilities made available by the Borough of Media and The Media Borough Recreation Commission, we will not discriminate based on race, color, religion, sex, national origin or disability.

Signature _____