

FRACKVILLE BOROUGH

42 S. CENTER ST.
FRACKVILLE, PA 17931

FACILITY REQUEST FORM

All persons/groups requesting use of Borough facilities must complete this form and return it to the Borough Office at least 30 days prior to event date.

Is the individual/group located within the Borough of Frackville?

YES _____ NO _____

Name of Organization _____

Address of Organization _____

Type of activity _____ No. In Group _____
Adults _____ Children _____

Adult with primary Legal Responsibility _____
Phone _____ Address _____

Alternate Responsible Adult _____
Phone _____ Address _____

FACILITY INFORMATION

Facility Requested _____ Building Site _____

Date(s) Requested _____ Event Type _____

Set Up: Time In _____ Event Time _____ Time Out _____

Please use the following space to identify any additional needs you might have:

AGREEMENT: I/We accept responsibility for all persons in attendance and for financial liability for any damage done to Borough property/equipment or injury to persons in attendance at the specified activities, and my/our signature(s) confirms that I/We have received and understand the Administrative Regulations that govern my or my organization's use of Borough facilities.

Signature _____ Date: _____

FACILITY USE APPLICATION AGREEMENT

If granted permission to use the above property or facility and, if any, equipment or services, it is agreed by and between the Borough and the requesting organization/individual as follows:

1. The Borough Council reserves the right to reject any and all requests and to revise any portion of this policy.
2. The requesting organization or individual granted use will abide by all policies, rules, and regulations of the Borough on the conduct and deportment of persons in or on Borough premises or facilities, whether now or hereafter adopted.
3. The use of the property or facilities shall not, in any way, interfere with the operations of the Borough or any of the programs or activities of the Borough. If required for Borough purposes, it is understood that the right is reserved to the Borough to withdraw or rescind the grant of the use of the property or facilities on short notice.
4. Weapons, alcoholic beverages, and controlled substances shall not be brought onto Borough premises or into Borough facilities. Smoking is prohibited in all Borough buildings.
5. Borough property, facilities, and equipment will be used in a careful and prudent manner so as to prevent loss, defacement, or damage. Good order and discipline shall be maintained by the requesting group/individual.
6. The property or facilities will be vacated by the time set forth above shall be left in as good a condition as when the use began. Unless payment is made for cleanup and cleanup is specifically requested, the property or facilities will be left in a thoroughly clean condition by the requesting group/individual. Performance of cleanup by the Borough will not diminish or eliminate any liability for damages of the requesting group/individual.
7. The requesting organization (and the undersigned officer, agent or representative thereof individually and jointly and severally with the organization) or individual, agrees (a) to pay for and assume all and full liability for any loss or damage to persons or property or claims therefore resulting to or arising from the use of Borough property or facilities by such organization or individual (and those

granted access to the facility thereby) whether from an occurrence at the property or facility itself during such use, before or after such use, going to and from such use, in or about available parking areas, or otherwise; (b) to reimburse and/or hold harmless the Borough, its Council, and the members, agents, and employees thereof from any such loss, damage, or claim, including but not limited to, its or their attorney's fees; and (c) to pay any attorney's fees and costs paid or incurred by the Borough to enforce any obligations imposed under this paragraph or otherwise herein.

8. The requesting organization/person shall provide to the Borough, at least ten (10) days prior to the date of the first use, two copies of comprehensive public liability insurance policies for bodily injury or death in the minimum amount of \$500,000 for injury to one person, \$500,000 for one accident, and property damage insurance worth \$500,000 covering the use with a company licensed to do business in Pennsylvania. This policy must be taken out in the name of the Requesting organization/person and the Borough. Failure by the requesting organization/person to obtain insurance shall result in a denial or revocation of a request.
9. The Borough is not responsible for the property of the requesting organization/person or of any property brought on Borough premises or in Borough facilities in connection with the use of Borough property or facilities by the requesting organization/person. All protective services desired by the requesting organization/person must be arranged by the requesting organization/person subject to the approval of the Borough. The requesting organization/person shall be liable for the acts or omissions of any protective service engaged. The Borough is not liable for the acts or omissions of any protective services engaged.
10. The requesting organization/person shall comply with all applicable laws, all requirements of the police and fire departments, and other municipal authorities and shall obtain and pay for all necessary permits and licenses. The requesting organization/person shall pay all taxes required.
11. The Borough may remove from its premises/facilities any personal property left behind by the requesting organization/person or by anyone using the facilities.
12. The requesting organization/person shall not obstruct the halls, ramps, entrances, or lobby of any building nor permit any chairs or movable seats to be or remain in the passageways and will keep the passageways clear at all times.

13. The requesting organization/person assumes responsibility for the acts of all participants and/or spectators for liability, injury, or property damage.
14. Alteration or relocation of items or components mechanical or otherwise is prohibited unless prior written approval has been granted by the Borough.
15. The requesting organization/person shall provide the following: policing, traffic management, and crowd control.

Signature

Printed Name & Title

The above application is _____ approved _____ denied, subject to the following additional conditions:

BOROUGH OF FRACKVILLE

By: _____

Date: _____