

2023

Park Reservation Form



Beaver Falls Park Reservation Application

A park reservation application and fee is required for groups of all sizes to reserve space for picnics, parties, reunions and other gatherings.

Please mail or deliver completed application and payment to:

Department of Community Development
715 15th Street
Beaver Falls, PA 15010

Parks Available for Rent:

(Physical addresses are for GPS purposes only. Please do not mail application to addresses below!)

2nd Avenue Playground

111 8th Street
Beaver Falls, PA

The Falls

1301 7th Ave.
Beaver Falls, PA

Mt. Washington

Playground
1698 12th Ave.
Beaver Falls, PA

37th Street Playground

3701 4th Ave.
Beaver Falls, PA

Ruhe Playground

2025 5th Ave.
Beaver Falls, PA

48th Street Park

4800 4th Ave.
Beaver Falls, PA

Lt. Calvin Smith Memorial Park

1008 5th Ave.
Beaver Falls, PA

City View Playground

2704 5th Ave.
Beaver Falls, PA

Solomon Memorial Neighborhood Playground

600 5th Street
Beaver Falls, PA

Questions?

Please contact Rochelle Burks, Director of Community Development for more information about reserving a park.



724-847-2800 x201
rburks@beaverfallspa.org

Beaver Falls Park Reservation Information

| | | | Electric? | Restrooms? | Rental Fee |
|----------|---|-----------------------|------------------|-------------------|-------------------|
| 1 | 2nd Avenue Playground 111 8th Street Beaver Falls, PA 15010 | <i>Pavilion</i> | Yes | Yes | \$100 |
| 2 | 37th Street Playground 3701 4th Ave. Beaver Falls, PA 15010 | <i>Gazebo</i> | Yes | Yes | \$100 |
| 3 | 48th Street Park 4800 4th Ave. Beaver Falls, PA 15010 | <i>Shelter, Grill</i> | No | No | \$50 |
| 4 | City View Playground 2704 5th Ave. Beaver Falls, PA 15010 | <i>Pavilion</i> | No | No | \$50 |
| 5 | The Falls 1301 7th Ave. Beaver Falls, PA 15010 | <i>Pergola</i> | Yes | No | Call for details |
| 6 | Lt. Calvin Smith Park 1008 5th Ave. Beaver Falls, PA 15010 | | Yes | No | \$100 |
| 7 | Mt. Washington Playground 1698 12th Ave. Beaver Falls, PA | <i>Shelter</i> | No | No | \$50 |
| 8 | Ruhe Playground 2025 5th Ave. Beaver Falls, PA 15010 | | No | No | \$50 |
| 9 | Solomon Memorial Neighborhood Playground 600 Fifth Street Beaver Falls, PA 15010 | <i>Pavillion</i> | No | No | \$50 |

Park Closing Times for Events

| | |
|-------|---------|
| Jan. | 5:00 PM |
| Feb. | 5:30 PM |
| March | 7:00 PM |
| April | 8:00 PM |
| May | 8:30 PM |
| June | 9:00 PM |
| July | 9:00 PM |
| Aug. | 9:00 PM |
| Sept. | 8:30 PM |
| Oct. | 7:00 PM |
| Nov. | 5:00 PM |
| Dec. | 4:30 PM |

Notes:

- All parks can be rented for up to 8 hours
- Reservations must end one half-hour before park closing time
- With the exception of The Falls Park, an approved reservation form grants the permittee exclusive use of the structure located on the premises but not the entire park/playground

Non-Resident Fee Info:

\$50.00 additional fee for non-residents

Clean Up Responsibilities: All waste from the event must be removed from the park and surrounding area within two (2) hours of the event's conclusion. For a disposal fee of **\$50.00**, the Department of Public Works will retrieve and dispose of all bagged waste. Bagged waste must be left in a designated location which will be communicated to you. If you choose to opt out of this service, proper trash disposal will be your responsibility.

Beaver Falls Park Reservation Form

Contact Name _____ Date _____

Beaver Falls Resident?

Yes No

(Additional \$50 fee charged for non-residents)

Address _____ City, State, Zip _____

Home phone # _____ Cell phone # _____

Email address _____

Please indicate which park or playground you wish to reserve

2nd Ave. Playground 37th Street Playground 48th Street Park City View Park

The Falls Lt. Calvin Smith Park Ruhe Playground

Solomon Memorial Neighborhood Playground Mt. Washington Playground

Requested event date: _____

(Please call 724-847-2800 x201 to check date availability)

Arrival/Set-up time _____ **Departure time** _____

(Maximum reservation time = 8 hours including set-up and clean-up. Clean-up for reservations must be completed ½ hour before park closing time)

of guests expected _____

Purpose of the gathering / Name of event _____

Is electricity requested? Yes No

If yes, what items will require electricity? _____

Music? Yes No

Describe (i.e. Bluetooth Speaker, DJ, Live band, etc.): _____

Decorations or signage? Yes No

Describe: _____

Clean Up Responsibilities: All waste from the event must be removed from the park and surrounding area within two (2) hours of the event's conclusion. For a disposal fee of **\$50.00**, the Department of Public Works will retrieve and dispose of all bagged waste. Bagged waste must be left in a designated location which will be communicated to you. If you choose to opt out of this service, proper trash disposal will be your responsibility.

I agree to pay the additional \$50.00 trash disposal fee and will leave all bagged waste at the designated area for pick-up by the end of my reservation time

I refuse the City's trash disposal service and will dispose of all event-related trash in a proper and timely manner

Payment Information

Payment must be received at the Beaver Falls City Building within **five business days** of making your reservation.

Dates will not be held beyond the five-day payment deadline.

**** Failure to observe this deadline will result in the cancellation of your reservation. ****

Payment can be made with cash or credit card.

Credit cards will be charged a service fee of 2.35% with a minimum of \$2.00

Return the completed Park Reservation Form and signed Indemnification, along with payment to:

ATTN: Rochelle Burks
City of Beaver Falls
715 15th Street
Beaver Falls, PA 15010

Please note: The individual submitting the application will be responsible for the group's actions and will ensure that the rented area is returned to its pre-event condition prior to leaving.

Indemnification

I, _____, agree to indemnify, defend and hold harmless the City of Beaver Falls, its employees, elected officials, department heads, heirs, executors, and administrators against and from any and all demands or claims on liability of every nature whatsoever, including but not limited to damages of property and/or accidents or injuries to and death of persons, arising directly or indirectly from or in any way connected to or with the use and occupancy in or about the lands of the parks of Beaver Falls and their facilities, regardless of whether such claims are premised upon the omissions or negligence of the City of Beaver Falls or any other germane entity of individual.

In addition, I have read and agree to abide by all Regulations and Conditions found on the following pages of this application which govern park use as well as the related Ordinance No. 4097. I understand that I will be required to reimburse the City of Beaver Falls for all damages beyond normal usage.

Signature

Date

Beaver Falls Park Regulations & Conditions

1. The Department of Community Development reserves the right to cancel reservations due to extreme weather conditions or other emergencies. If this occurs, Department staff will assist you with finding an alternate date. If an alternate date cannot be arranged, the Department will refund the fee paid.
2. If the Permittee needs to cancel the reservation, they must alert the Department of Community Development in writing within two weeks of the event date to avoid a cancellation fee. No refund will be offered.
3. Permits will not be issued if they conflict with City activities or events.
4. The use of confetti and devices that dispense such materials or paints (i.e., gender reveals) is strongly discouraged. If you utilize such materials, you must come prepared to clean up the area or be invoiced for additional clean up.
5. Please schedule enough time to conduct your event, including set-up and clean-up. No set-up time will be allowed prior to the start time on your reservation permit.
6. The person named on the Indemnification is responsible for all clean-up of the area(s) both during and after the event. The area(s) used must be left in the same condition as it was found prior to the event. Failure to report damage or restore the area(s) to its pre-event condition may result in additional fees or loss of future permit privileges. The most common types of billable damage costs are: excess litter and debris; damage to pavilions, restrooms, buildings, trees and shrubs; and turf damage from vehicle and pedestrian traffic.
7. Unless the Permittee pays for the City event trash disposal service (\$50) they are responsible for the removal of all garbage, trash and litter created by the event. Small items of trash can be placed in park garbage cans. Please make certain that someone from your group is assigned to remove trash and decorations after your event.
8. Available parking is limited and cannot be held exclusively for your group. Parking on lawn areas is not permitted.
9. Access for other park visitors must not be restricted or impeded. Approval of this reservation form is authorization for your event to take place in a specific park location and does not grant exclusive use of the entire park.
10. The Permittee is responsible for the behavior of all guests attending the event. Profanity, violence or any other inappropriate behavior towards City staff members or park patrons will not be tolerated. Guests must comply with any request made by City staff.
11. The use of staples, nails or tacks to hang decorations or signage is not permitted. The posting of directional signage is permitted but must be removed promptly after the event.
12. Profit-making activities are strictly prohibited.
13. Fires, fireworks/sparklers, candles, torches and other sources of open flame are not permitted (except for grills and Sternos).
14. Discharge of firearms, BB guns, pellet guns and bows is prohibited.