

# Plainfield Township Board of Supervisors

6292 Sullivan Trail  
Nazareth, Penna. 18064

Phone 610-759-6944

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## 2022 COMMUNITY PARK or MUNICIPAL PARK FIELD RESERVATION FORM FEE & DEPOSIT ARE DUE AT TIME OF RESERVATION

\_\_\_\_\_  
(Name) (Phone)

\_\_\_\_\_  
(Legal Address)

RENTAL DATE(s) & TIME(s) \_\_\_\_\_

### LOCATION (circle one):

COMMUNITY PARK: SR BASEBALL JR BASEBALL SOCCER

MUNICIPAL PARK: BASEBALL/SOFTBALL SOCCER

### Field and Park Rental Fees are Non-Refundable:

**Base Fee (with associated field preparation activities not included):** The base fee for external organizations is \$50.00 per month or \$25.00 per day. The seasonal bond is a \$50.00 bond for internal/external organizations. Daily usage is a \$25.00 bond for both internal and external organizations. The base fee for external organizations in the amount of \$50.00 per month or \$25.00 per day assumes the use of the field with no striping/field painting activities taking place or the use/placement of the soccer field goals (i.e. field is provided for use in "as is" condition).

**Alternate Fee (with associated field preparation activities included):** The alternate fee for external organizations is \$150.00 per month or \$50.00 per day. The seasonal bond is a \$50.00 bond for internal/external organizations. Daily usage is a \$25.00 bond for both internal and external organizations. The alternate fee for external organization in the amount of \$150.00 per month or \$50.00 per day assumes the use of the field with striping/field painting activities taking place by the Township and/or a designated representative and the use/placement of the soccer field goals.

### FIELD CLOSURE POLICY

*1). Field closures may be determined by Plainfield Township at any time as conditions change. Use of the field is under the authority of Plainfield Township, and the decision to close the field is at the sole discretion of representatives of Plainfield Township.*

*2). Plainfield Township will endeavor to make decisions for all closures and notify all relevant parties by 12:00 PM Noon on weekdays and by late Friday afternoons prior to the weekend. Plainfield Township reserves the right to close the fields, with or without prior notice, in the best interests of Plainfield Township.*

*3). Closing or opening notices shall remain in effect until an updated notice is sent. Notices may not be sent on a regular basis.*

**4). The penalties for violation would include suspension and/or revocation of the field usage permit.**

**FIELD CLOSURE NOTIFICATION**

Applicant(s) shall designate a responsible individual/individuals to receive updates via a text message notification that the fields have been closed by Plainfield Township. The text will be sent via the NIXLE alert system that is administered by the Slate Belt Regional Police Department and Plainfield Township personnel. The Applicant(s) shall provide at least one (1) designated individual and mobile phone number to receive NIXLE alerts to notify the responsible individual/individuals to that the fields have been closed due to inclement weather. Please provide the mobile numbers to receive text notifications in the space provide below (listing the mobile phone numbers below shall serve to provide Plainfield Township consent to send SMS text messages to the below numbers utilizing the NIXLE alert system):

- 1. Primary Designated Responsible Individual (Print Name) and Mobile Number (**REQUIRED**):

Name: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

- 2. Additional Individual (Print Name) Mobile Number:

Name: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

- 3. Additional Individual (Print Name) Mobile Number:

Name: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

- 4. Additional Individual (Print Name) Mobile Number:

Name: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

- 5. Additional Individual (Print Name) Mobile Number:

Name: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

**\*\*\*POLICE INTERVENTION WILL RESULT IN THE REVOCATION OF PERMIT & DEPOSIT\*\*\***

***Please note that Plainfield Township reserves the right to assess an additional fee for damages that occur outside of the scope of the \$50.00 Cash Deposit. Renters agree to be held financially liable for any and all damages or instances of vandalism that occur at the park as a direct result of their usage of the park during the specified rental period. Plainfield Township will pursue all civil/criminal charges and seek restitution as applicable. This provision is applicable to all guests and invitees of the renter and any organization that he or she represents.***

**Indemnification:**

*In consideration of the permission by the Plainfield Township to use the above-referenced facility, the undersigned hereby agrees to protect, indemnify, hold harmless and defend the Plainfield Township from and against all damages, claims, demands, and losses to the Plainfield Township arising from or as a result of the acts, omissions, or both, of the undersigned, any organization he or she represents, and of any guest or invitees using park facilities in the Plainfield Township pursuant to this permit.*

**Certificate of Insurance Requirements:**

1. An original certificate of insurance certifying below coverage must be mailed or delivered to:

Plainfield Township  
6292 Sullivan Trail  
Nazareth, PA 18064

2. A copy must be received four (4) business days PRIOR to the reservation date or the reservation may be cancelled.

3. The insurance provided must be written by a reputable insurance carrier maintaining an A.M. Best Rating of at least an "A" and licensed to do business in the Commonwealth of Pennsylvania.

4. A minimum of thirty (30) days' written notice of cancellation or reduction in insurance coverage must be provided to Plainfield Township.

Please ensure the following is included on your Certificate of Insurance:

- Insured: Must list the name of the League/Organization
- League/Organization Contact name(s) \*
- Address
- The specific date(s) and location(s) of the event must be clearly stated on the certificate for one-time events.
- League/Organization contact name(s) on the insurance certificate and/or on file with the producer of the policy must match the name listed as the contact for the league/organization on the Reservation Form.

\*Plainfield Township will accept reservations by the league/organization contact person(s) ONLY. If there is a change in league/organization name or contact person(s), an updated insurance policy must be submitted to Plainfield Township before any new reservations can be made.

**COVERAGE TYPE AND LIMITS REQUIRED**

- Commercial General Liability Insurance in the amount of \$1 million (\$1,000,000) each occurrence combined single limit for bodily injury and property damage liabilities and \$2 million (\$2,000,000) in the aggregate.
- Plainfield Township must be named as an "Additional Insured".
- Address to use on policy – Plainfield Township, 6292 Sullivan Trail, Nazareth, PA 18064

**Facility Use Guidelines, Rules and Ordinances**

Signature below denotes understanding of the Guidelines, Rules and Ordinances (including the above-referenced Field Closure Policy) related to the use of the Plainfield Township Community and Municipal Parks. The signee(s) below are authorized to sign on behalf of the organization(s) they are representing. Failure to adhere to the Guidelines, Rules and Ordinances (including the above-referenced Field Closure Policy) related to the use of the Plainfield Township Community and Municipal Parks shall result in the possible suspension of or revocation of this Field Use authorization.

**Acknowledgement by Applicant(s)/Responsible Individual(s):**

1).

\_\_\_\_\_  
(Signature) (Date)

\_\_\_\_\_  
(Print Name) (Date)

2).

\_\_\_\_\_  
(Signature) (Date)

\_\_\_\_\_  
(Print Name) (Date)

\*\*\*\*\*

**(PLEASE DO NOT WRITE BELOW THIS LINE)**

**Authorization by Plainfield Township:**

\_\_\_\_\_  
(Signature) (Date)

\_\_\_\_\_  
(Signature) (Date)

**For Plainfield Township Office Use Only**

\$ \_\_\_\_\_ Fee Received \_\_\_\_/\_\_\_\_/\_\_\_\_ \$ \_\_\_\_\_ Deposit Received \_\_\_\_/\_\_\_\_/\_\_\_\_

Authorized Signature: \_\_\_\_\_