



31 West Summit Street  
Souderton, PA 18964  
Phone: (215) 723-4371  
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[www.soudertontborough.org](http://www.soudertontborough.org)

## Borough of Souderton Facility Rental Agreement

Date of Rental: \_\_\_\_\_

Hours of Rental \_\_\_\_\_ Number of Guests Expected \_\_\_\_\_

Facility Requested: \_\_\_\_\_

Event Name: \_\_\_\_\_

***Make Checks Payable to "Borough of Souderton"***

### **Rotary Park Pavilion (459 Wile Avenue)**

<i>Deposit due at time of rental to secure date</i>	<i>Deposit</i>	<i>Resident</i>	<i>Non-Resident</i>
Weekday (1/2 Day) 9am - 2pm or 3pm - 8pm	\$100	\$65	\$150
Weekday (Full Day) 9am - 8pm	\$100	\$105	\$275
Weekend (1/2 Day) 9am - 2pm or 3pm - 8pm	\$100	\$75	\$200
Weekend (Full Day) 9am - 8pm	\$100	\$150	\$375

Additional Rates: *(Requests will be reviewed by the Parks and Recreation Committee for approval)*

<input type="radio"/> Large Group Rate - (100 - 499 attendees) - \$250.00	<input type="radio"/> Kitchen Rental - \$150
<input type="radio"/> Large Group Rate - (500+ attendees) - \$500.00	<input type="radio"/> Bandshell Rental - \$400

If your group is more than 100 guests, or you need additional accommodations,  
please contact Christine Nicholas directly at 215-723-4371.

### **Lawn Avenue Park Pavilion (Lawn & Washington Avenues)**

<i>Deposit due at time of rental to secure date</i>	<i>Deposit</i>	<i>Resident</i>	<i>Non-Resident</i>
Weekday (1/2 Day) 9am - 2pm or 3pm - 8pm	\$50	\$25	\$40
Weekday (Full Day) 9am - 8pm	\$50	\$40	\$70
Weekend (1/2 Day) 9am - 2pm or 3pm - 8pm	\$50	\$50	\$75
Weekend (Full Day) 9am - 8pm	\$50	\$75	\$125

### **Souderton Community Pool Activity Room (460 Wile Avenue)**

<i>Payment due at time of rental to secure date</i>	<i>Resident</i>	<i>Non-Resident</i>
2-hour room rental	\$150	\$200
Invited Guest Rate	Ages 3-9 & Seniors	Ages 9-64
	\$10	\$15

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## **RULES & REGULATIONS FOR USE OF RECREATION FACILITIES**

1. Renter/Organization shall provide a Certificate of Liability Insurance.
2. Renters/Organizations shall submit a complete Reservation Request Form and all related fees to Souderton Borough Office in advance of reservation request. Any special instructions/requests shall be made at the time a reservation request is submitted. A Security Deposit is due at the time of request.
3. The renter/renting organization shall be responsible for all attendees who attend their event and may be held liable for any guests not in compliance with rules & regulations.
4. The Parks & Recreation Committee reserves the right to determine who shall be eligible to use rented facilities and establish certain terms or conditions regarding the use of such facilities. These terms and conditions are subject to change.
5. Renters of the facility shall be responsible for removing all property which they bring to the facility, and for restoring the property to a respectable condition upon departure. Failure to properly clean up and dispose of waste may result in additional charges.
6. Renters of the facility shall be held responsible for any damage done to the equipment or facilities that occurs during the time of rental. Damages may result in additional charges.
7. Reservations are on a first-come, first-serve basis. Borough and/or regularly scheduled events may take priority on assigned dates.
8. The use of drugs, illegal substances, weapons, and fireworks are prohibited in rented facilities and parking lots. Persons or groups disregarding this regulation may be expelled from the premises, denied future rental privileges, and reported to the Souderton Police Department.
9. Renters understand that they are renting the exclusive use of a certain space within a community park. Other individuals may still use public spaces in the area, including playground equipment, bathroom facilities, and open space.
10. Renters shall maintain a reasonable noise level in good faith with the peace and quiet enjoyment of residents and those around them. Renters must strictly adhere to the Borough Noise Ordinance.
11. Common sense should be used regarding the use of equipment and facilities. Order shall always be maintained, and all facilities should be used with general care.
12. Renters/Organizations using rented facilities must abide by all Rules & Regulations, and all Souderton Borough Ordinances. Failure or refusal to comply with stated rules may result in the forfeiture of reservation and denial of future privileges.

### **Contact Details**

*The undersigned is at least 18 years of age, has read all the attached policies of the Souderton Parks and Recreation Committee and will further agree to adhere to the said policies and assume all responsibility for the proper conduct of all personals in attendance.*

Contact Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Company Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_