

## Warwick Regional Recreation Commission

Lititz recCenter

301 West Maple Street

Lititz, PA 17543

(717) 626-5096 ex 237

[www.gowrrc.com](http://www.gowrrc.com)

## Elizabeth Township

423 South View Drive

Lititz, PA 17543

(717) 626-4302

[www.elizabethtownship.net](http://www.elizabethtownship.net)

### Office Hours:

**Monday, Tuesday, Thursday**

**10:00 – 3:00 PM**

**Wednesday 6:00 – 8:00 PM**

### Use of Township Facilities and Grounds

Use of Township facilities and grounds may be requested by written application to the Warwick Regional Recreation Commission (WRRC) – for fields and pavilions. In considering such applications, Elizabeth Township functions shall have priority.

Anyone requesting the use of Township facilities will be classified in one of the following three Applicant categories by administration, and subject to appropriate fee schedules and costs. Such fee schedule and costs have been established by Resolution by the Board of Supervisors and made part of this policy.

**CLASS A** All organizations affiliated with or supervised by Elizabeth Township; or as determined by the Board of Supervisors

**CLASS B** Elizabeth Township Residents & Businesses; Non-profit organizations (Civic, Fraternal, Religious, Educational)

**CLASS C** All others

**\*Insurances** Organized sports leagues (adult or youth) requesting the use of any field, are required to obtain liability insurance with stated minimum limits listed below. A certificate of Insurance naming Elizabeth Township as an additional insured must be received by the Township two weeks prior to the rental date. This requirement may be waived only by the written consent of the Elizabeth Township Administration.

**LIMITS:** \$500,000 combined single limit bodily injury/property damage.

- Drugs and Alcohol are prohibited on Township property at all times.
- No Sunday Use before 1:00 pm without prior approval.
- All facilities and grounds
  - The Township reserves the right to restrict and/or cancel any approval use at any time
  - The Township may require a refundable deposit, from which damages and clean-up may be recovered.
  - Out-of-pocket costs will be assessed to the Applicant (i.e. lining fields, mowing, special arrangements, etc.)
- All Applicants granted use of the Elizabeth Township facilities are expected to exercise care in protecting Township property from damage. All damages will be the responsibility of the Applicant. The Applicant shall supervise activities to prevent disorderly conduct at any time while using the Township facilities. Only appropriate uses will be permitted. The Applicant shall be responsible for any special needs. No safety violations are permitted.
- Failure to conform to the above conditions, and those set forth in the rental agreement, or adhere to the Elizabeth Township rules/regulations, will cause Elizabeth Township officials to immediately terminate use of facilities and deny such use to the Applicant in the future.
- **All checks are made payable to Elizabeth Township for pavilion and/or field reservations.**

**Elizabeth Township**  
**Rules/Regulations**

- Park Hours are Dawn to Dusk
- Smoke Free Park – Smoking and the use of tobacco is prohibited on Township property.
- No person shall permit any dog or other animal to run at large within the park. All dogs and other animals shall be attended to and maintained on a leash at all times. All persons are responsible to remove feces deposited by their animal.
- No person shall carry, possess, or discharge weapons or fireworks including, but not limited to, explosives, bows and arrows, slingshots, air rifle, paintball gun, or any other device (other than a firearm as defined by Section 6120(b) of the Pennsylvania Uniform Firearms Act)
- No person shall transport, possess, use, or be under the influence of alcohol or controlled substances.
- No person shall remove, injure, or damage anything natural or physical on Township property.
- No person shall deface or destroy any posted signs or other Township property.
- No person shall litter or discard debris of any kind on Township property. The Township Park shall be trash free park; all items shall be carried in and carried out.
- No person shall operate any motor vehicle at any place upon the Township property unless permitted by the Township. No person shall operate any motorized recreational vehicle within any Township recreation area. Pedestrians, bicycles, skateboards or rollerblades are permitted on path.
- Parking is permitted only in designated areas.
- No person shall vandalize or trespass on any property adjoining the Township property.
- No persons riding bicycles or skateboards or using rollerblades shall interfere in any manner with pedestrian traffic on Township property.
- No person shall engage in any violent, abusive, loud, boisterous, vulgar, Lewd, wanton, obscene or otherwise disorderly conduct tending to create a breach of the peace or to disturb or annoy others while in or on any Township property. No person shall commit any indecent or immoral act intending to debauch the morals or manners of the public while in or on any Township property.
- No person shall drive or chip golf balls.
- No person shall trespass in any natural or wetland areas on Township property. Cooking fires must be in an approved grill or fire pit. No person shall drop, throw or otherwise scatter lighted matches or burning cigarettes or cigars within any park area.
- Horses shall be permitted on Township property only if a horse and carriage is the means of transportation for person(s) visiting the Township property. All horses and carriages shall be secured in the parking area of the Township property at all times other than when entering and exiting the Township property.

**Schedule of Fees**

\*All rental fees are due upon receipt of invoice. Make checks payable to Lititz recCenter. Cash payment may be made @ the Lititz recCenter. Other payment methods include a credit or debit card.

	<u>Class A</u>	<u>Class B</u>	<u>Class C</u>
<b>1. Pavilion Only</b>	<b>\$65.00</b>	<b>\$65.00</b>	<b>\$65.00</b>
<b>2. Recreational Fields (Organized Sports)</b>			<b>\$25.00</b>
<b>3. Security Deposit</b>			

\*Elizabeth Township reserves the right to adjust rental fees as necessary.

**Please Print or Type All Information**

1. Name and Address of Organization or Individual Requesting a Rental Facility

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
(Individual in charge of the activity)

\_\_\_\_\_  
Telephone #

\_\_\_\_\_  
Type of Organization

\_\_\_\_\_  
Type of Activity (be specific)

2. Will admission/Participation fee be charged? \_\_\_\_\_ Yes \_\_\_\_\_ No

3. Date(s) Requested \_\_\_\_\_

4. Time of the event: From \_\_\_\_\_ AM or PM To \_\_\_\_\_ AM or PM

5. Facilities Requested: (Check appropriate box(s))

Pavilion \_\_\_\_\_

Recreation Fields

Baseball \_\_\_\_\_

Soccer \_\_\_\_\_

Open Space \_\_\_\_\_

6. Liability Insurance: The renting organization and/or individual executing this rental application shall obtain insurance with the previously stated limits naming Elizabeth Township AS AN ADDITIONAL INSURED and submit evidence of insurance from the agent and/or company within 2 weeks prior to the rental date. This requirement may be waived only by written permission of the Elizabeth Township Administration.

- 7. Elizabeth Township will not be liable or responsible to any person or persons engaging in the entertainment or employed by the renting organizations in connection therewith, or any person or persons attending, or entering or leaving the premises. It being understood that the renting organization assumes all responsibility and liability for accidents or injuries which may occur or any claim which may arise out of the use of the premises and does further hold harmless Elizabeth Township, its agents or employees from any and all claims whatsoever that may arise from this rental.
- 8. Acknowledgment of receipt of Rules and Regulations. The undersigned hereby acknowledges receipt of the rules and regulations pertaining to the use of the Elizabeth Township property. It is understood that the failure to comply with these rules and regulations may result in the forfeiture of any posted security deposit; the future use of the facilities or possible prosecution.

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Signature

Date

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Type or print name as it appears above

**For Office Use Only**

**Pavilion and/or Field Authorization**

\_\_\_\_\_ Date \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_  
 Elizabeth Township Board  
 of Supervisors

Comments: