



BOROUGH OF BALDWIN

Edward Moeller, President
James Behers
Chad Hurka
Michael Stelmasczyk
David Depretis, Mayor

Marianne Conley, Vice President
John Egger
Francis Scott
Robert T. Firek, Borough Manager

ELM LEAF PARK PAVILION APPLICATION 2019

Resident Name: _____ Signature: _____
Address: _____ Phone: _____
Email: _____ Date: _____
Date requested: _____ Time: _____

PLEASE FOLLOW ALL OF THE FOLLOWING RULES AND REGULATIONS REQUIRED FOR RENTAL:

- The pavilion application is available to Baldwin Borough residents only and must be submitted at least 3 weeks in advance
- The rental fee is \$100.00 (**Refundable for those who cancel at least 7 days prior to rental date**)
- Rental days and times: *Friday (4 – 9 pm), Saturday (1 – 9 pm) or Sunday (1-6 pm)*
- Additionally, a \$100 deposit (The deposit must be in cash or a cashier’s check) will be required at the time the application is submitted. The deposit will be returned when the following conditions are deemed to have been met:
 1. **All garbage is removed from the site from the renter**
 2. **The provided garbage bags are placed into the empty cans at the pavilion.**
 3. **NO TACKS or STAPLES are allowed to be used anywhere for decorations or postage.**
 4. **All silly string, glitter, confetti, balloons and signs MUST be removed and cleaned up from the site.**
 5. **NO damage is observed**

NOTE: CCTV Cameras are installed at the park.

- The rental includes the large upper pavilion area only which includes a grill, lights and electrical outlets and a concrete permanent corn hole board. (supply your own bags).
- The pavilion holds only 8 picnic tables with a **Max. of 50** people allowed.
- This request is strictly for the large pavilion at the top of Elm Leaf Park. You are not permitted to block off the road into the park during your event. Should this occur, the resident will not be granted an application in the future.
- **Please remember: The park is still available for others to enjoy during your event.**

Please send your completed forms by mail, fax, or email to:

The Borough of Baldwin
3344 Churchview Ave.
Pittsburgh, PA 15227
Attn: Tammi Hagan, Admin. Asst
Phone: 412-882-9600 ext. 252.

Payment rcvd: _____ Date: _____
Deposit rcvd. _____
Permit #: _____
Approved by: _____
Deposit returned: _____ Date: _____

THE APPLICATION, HOLD HARMLESS AGREEMENT AND \$200 MUST BE SUBMITTED FOR APPROVAL



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HOLD HARMLESS AGREEMENT

It is hereby understood and agreed that the Borough of Baldwin will make available for recreational use

park and/or recreational facilities and that _____, **the undersigned**, acting on behalf of all participants, and/or invited attendees, hold harmless the Borough of Baldwin, its officials, agents, employees and volunteers from and against all claims for injuries resulting from the authorized use of these Municipal facilities.

It is further understood that the **PERMITTEE** accepts this condition in return for the use of: **ELM LEAF PARK PAVILION** on the day and time made available according to the Borough of Baldwin. In issuing this permit, the Borough of Baldwin makes no warrant as to the suitability or condition of the facility for which the permit is being issued.

All participants should be notified that the Borough would both be responsible for injuries except as defined under the Political Subdivision Tort Claims Act (330-1978) and The Recreational Use of Land and Water Act. The **PERMITTEE** agrees to notify the parents or guardians of all minors that they and **NOT** the Borough of Baldwin, will be responsible for expenses for medical treatment resulting from participation in any program/activity for which we have requested this authorization.

Date of Event: _____

Address, City, State, Zip _____

Telephone Number/s: _____

Signature of Permittee: _____

Date Approved: _____

By: _____

Please forward to: **BOROUGH OF BALDWIN**
Tammi G. Hagan, Administrative Assistant
3344 Churchview Avenue
Pittsburgh, PA 15227
(412) 882-9600 ext. 252
tgenilla@baldwinborough.org



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RULES & REGULATIONS FOR THE USE OF BOROUGH OUTDOOR FACILITIES

- All facilities shall be open to the public, unless a permit has been issued.
- Any person or organization having a permit issued by the Borough shall have the right to use the facility during the times indicated on the permit.
- NO GLASS bottles are permitted in the park. Cans and plastic recyclables must be placed into the recycling container at the park. Beer to be in kegs or cans. Parties are subject to the Liquor Control Law.
- The park should be returned to the condition it had been found. Rubbish must be bagged properly and placed in the corner of the grove. If possible, excessive rubbish should be brought home for regular trash pickup.
- The permit holder is responsible for general cleanup of any debris created by the permit holder or his/her group.
- Persons or groups who leave the facility in unsatisfactory condition will be refused future permits.
- The person or persons to whom the permit is issued agrees to be responsible for any damage or injury done to the premises, facilities, equipment, and other properties in or on the grounds of the Borough promptly.
- Since Borough activities and/or work assignment have priority on all facilities, all permits are subject to suspension or cancellation by the Borough should conflicts arise.
- Permits may be revoked at any time for infractions of these Rules and Regulations.
- NO pets are permitted in Borough Parks!
- NO staples or tacks used for decorations, signs or hanging items.
- NO blocking off the park area during your event. The remainder of the park is open to the public.

**THANK YOU FOR FOLLOWING THE RULES AND REGULATIONS.
ENJOY YOUR EVENT!**