

Borough of West Chester Parks and Recreation Department

401 East Gay Street

West Chester PA, 19380

E-mail: parksandrecreation@west-chester.com

Office: 610-436-9010 Fax: 610-436-0009

Park Rental Rules & Regulations

- 1. Hoopes Park, Everhart Park, and Marshall Square Park will be available Sunday through Saturday, April 27th through October 5th.**
2. A permit is required for groups larger than 25.
3. Applicants must be 18 years or older.
4. Weekend Rental Fees (Saturday & Sunday) are \$75.00 for Borough Residents with proof of residency and \$125.00 for Non-Borough Residents.
5. Weekday Rental Fees (Monday-Friday) are \$25.00 for groups of 25 or more, resident or non-resident.
6. A \$25.00 Bathroom Key Deposit is required for the usage of the bathrooms. This must be a separate payment.
7. The park renter has 10 business days to return the bathroom key to the West Chester Parks and Recreation Department or their bathroom key deposit will be forfeited.
8. It is the responsibility of the renter to lock all bathroom doors, after their usage. Failure to do so may result in damages to the facility at the renter's expense and your deposit will be forfeited.
9. We accept donations for use of the park for groups under 25 people.
10. NO REFUNDS will be given, under any circumstances.
11. Tennis courts must be reserved.
12. Ball fields are used by permit only.
13. All trash must be placed in trash cans or tightly closed in plastic bags and placed next to the nearest trash can if the can is full.
14. Parks are open daily, from dawn to dusk and closed from dusk to dawn.
15. Motor vehicles are not permitted in the park grounds, except in designated parking areas.
16. Fireworks are not permitted.
17. Fires are only permitted in designated grills.
18. The use of electrical outlets is not allowed by ANY user, unless special permission from the West Chester Parks and Recreation Department is preapproved.
19. No amplified music or sound is allowed at any time.
20. No alcoholic beverages of any kind are allowed.
21. *Your park rental is use of the park and its amenities only. Any outside vendor, distributors, or manufacturers need to be preapproved by the West Chester Parks and Recreation Department. If an outside vendor is approved to attend your activity, you will need to submit an insurance certificate that lists the park address and the Borough of West Chester as additionally insured.*
22. Parks are rented on a first come, first serve basis.
23. Renters must provide their own toiletries for the bathrooms, i.e. toilet paper, hand soap.
24. The West Chester Parks and Recreation Department reserves the right to rescind any permit.
25. Photo ID is needed when applicant is applying for the usage