

Standard Pavilion and Athletic Facility Reservation Request Form

Request must be submitted no later than one week before date of event. Reservations other than Standard Pavilion & Athletic Reservations may require a Special Activities Agreement.



Event Sponsor/Applicant _____

Person Responsible: _____ (must be at least 21 years of age)

Address: _____

E-mail: _____ PA township/borough: _____

Phone: _____ (Day) _____ (Evening)

Date of Event: _____ Hours: From _____ to _____ (Your reservation will be restricted to these hours)

Approximate number of persons attending: **up to 70 ppl** _____ Pavilion Number: _____ (see map at back)

Other Park facilities (please specify) _____
(Stage, sound system, tennis, or volleyball courts)

Fee(s) \$ _____ (Dollars) See Rental Policy for pricing Date Received _____ (for Park use)

Request Permit for the following: (x)

- Temporary signs, banners, decorations, etc.
- Temporary booths, tents, canopies, displays, etc.*
- Temporary food preparation equipment, tables, chairs, etc.*
- Temporary installation of electrical equipment (cables, generators, etc.)
- Temporary use of sound amplification equipment
- Alcoholic Beverage Permit: SEPARATE FEE – See Standard Policy # 8.
- Other (events other than Standard Pavilion & Athletic Reservations may require a Special Activities Agreement)

*Vehicular access to pavilions is for drop off purposes ONLY. Cars must be parked in designated lots. Escort by Park Staff may be required.

I certify that as the above stated person responsible, I am authorized to represent (as applicable) the individual or organization listed above as the Event Sponsor/Applicant and certify that all information provided on this application is, true and accurate, to the best of my knowledge, I further certify that I have read and agree to the Indemnification (page 2), the Standard Pavilion and Athletic Facility Reservation Policy for Anson B. Nixon Park (including its Alcoholic Beverage Policy) and the General Rules & Regulations. I agree to pay a fine (minimum \$50) for failure to comply with these Rules and Policies.

Name: _____ Date: _____
(Person responsible and signing must be at least 21 years of age)

Park Approval : _____ Date: _____

Please fill out **this form and the Indemnification** and return **both** with your reservation fee.

Checks payable to **Kennett Area Park Authority** and delivered to:

KENNETT AREA PARK AUTHORITY
P.O. Box 1121, Kennett Square, PA 19348
Phone: 610-444-1416
E-mail: AnsonBNixonPark@gmail.com

KENNETT SQUARE BOROUGH OFFICE
120 Marshall Street, Kennett Square, PA 19348
Will accept CASH
(HAND DELIVERY ONLY)

INDEMNIFICATION

Must be completed by person responsible

_____ agrees to indemnify, defend and hold harmless the Kennett
 (Individual or Organization)
 Area Park Authority, and its officers, directors, appointed officials and employees, from and
 against all lawsuits, claims, demands, causes of action and damages of any nature, including
 those arising from bodily injury and/or property damages, arising out of, resulting from or caused
 by, in whole or in part, any act or omission on the part of _____ or my/its
 (Individual or Organization)
 agents, members, guests or attendees in connection with activities in, near or relating to Anson
 B. Nixon Park (hereafter "Park") pursuant to this reservation. The above indemnification
 extends to all activities within the Park, all activities outside the Park involving ingress to and
 egress from the Park, and all activities and/or incidents outside the Park that are casually
 connected to activities originating in the Park.

Date of reservation _____

(Responsible individual signature)

Date signed _____

OR

(Responsible organization or
(Organization officer/director)

Standard Pavilion and Athletic Facility Reservation Policy

1. Individuals and organizations may reserve, for a fee, specific park facilities.* These facilities include pavilions, tennis and volleyball courts, stage, and select open areas within the park. If facilities are not reserved, they are available on a first-come basis. **Reservations are on a FIRST PAY FIRST SERVE basis and cannot be reserved without payment.**
 2. The basketball court, disc golf course and playgrounds are NOT available for reservation.
 3. Reservations are available year-round and accepted up to twelve (12) months in advance. Reservations are valid during daily park hours: dawn to dusk daily.
 4. **Reservation requests must be made at least one week in advance for any available date by email or phone: ansonbnixonpark@gmail.com or 610-444-1416.** All approved reservations must be confirmed in writing by the Kennett Area Park Authority (KAPA).
 5. The Standard Pavilion and Athletic Facility Reservation Request Form and a signed Indemnification form must be printed, completed, and mailed with payment to KAPA *or* to the Borough of Kennett Square office (hand delivery ONLY). Make checks payable to Kennett Area Park Authority. **IF paying by credit card there is a \$3.00 processing fee. Payment by credit card may be made via the ansonbnixonpark.org web site. Go to the *Donate* tab and use that link to pay by credit card.**
- Kennett Area Park Authority (KAPA)
P.O. Box 1121, Kennett Square, PA 19348

Borough of Kennett Square (*hand delivery only*)
120 Marshall Street, Kennett Square, PA 19348
6. All fees are refundable if notice of cancellation is received one week prior to the scheduled event.
 7. Electricity and drinking water are available in some picnic areas. Several grills are available in the picnic areas; however, these are limited in number. See the Listing of Pavilion Amenities at back of this packet.
 8. **ALCOHOLIC BEVERAGE POLICY:** No alcoholic beverages of any kind can be served/consumed in Anson B. Nixon Park effective 1/07, EXCEPT BY SPECIAL PERMIT AND with a Security Officer in place. **An additional Fee for the Security Officer will apply at a rate of \$50/hour that alcohol is served, excluding set up and breakdown. A THREE HOUR MINIMUM IS REQUIRED.**
 9. KAPA expressly reserves the right to limit, deny or revoke any requested reservation, if it believes that the requested event or activity will negatively impact or unreasonably interfere with other planned or existing activities, including the normal conduct and use of the park or its recreational facilities by others.

Daily fees to reserve these facilities are as follows:

Pavilion	\$65
Stage	\$125
Stage Sound Technician	Rate TBD depending on needs, may be required
Tennis Court, per hour*	\$10/court/hr
Volleyball Court, per hour**	\$10/court/hr

*6 maximum players per court ** 12 maximum players per court

Anson B. Nixon Park General Rules & Regulations

Any use of the Park that requires reservation of Park facilities and space or waiving of standard Park rules necessitates a permit, which may be obtained by writing:

Kennett Area Park Authority
P.O. Box 1121, Kennett Square, PA 19348
Or by calling: 610 444 1416 or by emailing: ansonbnixonpark@gmail.com

All permit requests must be received at least one week prior to the proposed use.

1. The Park shall be opened from dawn to dusk.
2. Alcoholic beverages are strictly prohibited, except by special permit, which also requires having a Park security officer in place for an added fee (\$50 per hour, with a minimum of 3 hours) of the event, excluding set-up and break-down time.
3. Possession and/or use of controlled substances is strictly prohibited. The illegal material is subject to confiscation and the proper authorities will be notified.
4. Disorderly conduct, such as intoxication, indecent language, harassment, indecent exposure, or excessive noise (as defined by Kennett Square Borough ordinance) is not permitted.
5. Additional requirements may exist for certain types of Events- See Hosting a Special Event and Special Activities Agreement Request Form.
6. Littering, dumping or disposing of trash or refuse of any kind in the Park, except in designated refuse containers, is prohibited. Violation of this rule is subject to a \$300 fine for each and every offense.
7. Injuring, defacing, removing, cutting, or damaging any structure, sign, fixture, tree, shrub, or flowering plant in the Park is prohibited. Metal detecting is not permitted due to
8. Injuring, defacing, or destroying any notice, rule, or regulation posted in the Park is prohibited. No notices or placards may be posted within the Park without permission from the Park Authority.
9. Removing or relocating any bench, seat, table or grill without permission from the Park Authority is not permitted.
10. Fires are permitted only in grills in the picnic areas.
11. The possession or use of fireworks in the Park is prohibited.
12. Motorized vehicles must be licensed and are restricted to parking lots and paved roadways leading to them. Delivery of equipment to pavilions must be pre-arranged with Park Authority staff. All vehicles must then be parked in a designated Parking area for the duration of the event. No parking at pavilions.
13. No sound amplification equipment is allowed in the Park without the consent of the Park Authority. When permission is granted to use amplified sound equipment, the sound volume should not create an annoyance for other Park users or the surrounding community. The Kennett Square Noise Control Ordinance will be used as a guide for acceptable sound levels.
14. Solicitation of any kind within the Park, without written permission from the Park Authority, is not permitted.
15. Hunting, trapping, shooting, capturing, or injuring any animal in the Park is strictly forbidden. Fishing in the ponds is permitted at the person's own risk. A PA fishing license is required for persons 16 years or older.
16. Use of any firearm within the Park is strictly prohibited except for deer hunting as authorized by KAPA. Possession or use of a bow-and-arrow or other non-firearm harmful weapon within the Park is strictly prohibited except for deer hunting as authorized by KAPA. (revised 7/10)
17. Swimming, ice-skating and boating are not permitted.
18. All pets in the Park shall be leashed at all times in accordance with Borough and Township ordinances. Pet waste must be picked up and disposed of in trash cans.
19. Skateboarding is not permitted.
20. Metal detectors themselves are not prohibited in the Park; however, destroying, altering or disrupting park property is prohibited. This includes the digging of soil.

ANSON B. NIXON PARK MAP



Listing of Pavilion Amenities

Pavilion 1: First pavilion after restrooms: electric outlet and light, charcoal grill, water pump, 6 tables (each table seats up to 8 on average) + 1 handicapped accessible seating area.

Pavilion 2: Second pavilion after restrooms: electric outlet and light, charcoal grill, water pump, 5 tables (each table seats up to 8 on average) + 1 handicapped accessible seating area.

Pavilion 3: Electric outlet and light, charcoal grill, water pump, 7 tables (each table seats up to 8 on average) + 1 handicapped accessible seating area.

Pavilion 4: 5-6 tables (each table seats up to 8 on average) *no water, electric or grill. – NOT AVAILABLE

Pavilion 5: Nearest old playground: electric outlet and light, charcoal grill, 6 tables (each table seats up to 8 on average). **No alcohol is permitted at this pavilion – NO EXCEPTIONS.**

Pavilion 6: Nearest soccer fields and portable restroom. Electric outlet and light, charcoal grill, *no water pump, 4 tables (each table seats up to 8 on average).