



Doylestown Township Parks & Recreation  
 425 Wells Road  
 Doylestown, PA 18901  
 (215) 348-9915 • FAX (215) 348-8729  
 www.doylestownrec.com | info@doylestownpa.org

Revised: January 2025

**PAVILION/GROVE/SHELTER RENTAL APPLICATION**

<b>PARK</b> Central Park	<b>USE DATE</b> 1st: _____ 2nd: _____ 3rd: _____	<b>PAVILION (Pav #1 [8 tables] and Pav 2 [10 tables])</b> #1 (by fields) #2 (by Kids' Castle)	
<b>TYPE OF EVENT PLANNED</b>		<b>DAY (S)</b> <input type="checkbox"/> Sun <input type="checkbox"/> Mon <input type="checkbox"/> Tues <input type="checkbox"/> Wed <input type="checkbox"/> Thurs <input type="checkbox"/> Fri <input type="checkbox"/> Sat	
<b>ORGANIZATION (if applicable)</b>		<b>DOYLESTOWN TOWNSHIP RESIDENT</b> <input type="checkbox"/> yes <input type="checkbox"/> no	<b>NO. ATTENDING</b>
<b>RESPONSIBLE PARTY</b>		<b>EMAIL</b>	
<b>ADDRESS</b>		<b>CITY</b>	<b>ZIP</b>
<input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> Money Order <input type="checkbox"/> Credit Card (MC, VISA or DISCOVER)		<b>PHONE (HOME)</b>	<b>PHONE (WORK)</b>
<b>CREDIT CARD NUMBER</b>		<b>EXPIRATION DATE</b>	<b>CVV (3 digit # (back of card))</b>

**Central Park Pavilions / Picnic Grove / Picnic Shelter Fees**

11:30am-3:30pm  
  4:30pm-8:30pm  
  11:30am-8:30pm  
  11:30am-3:30pm  
  4:30pm-8:30pm  
  11:30am-8:30pm

	Resident/ Non-Profit	Non- Resident	For Profit / Corporate		Resident/ Non-Profit	Non- Resident	For Profit / Corporate
<input type="checkbox"/> Pavilion 1 (Max 50) (M-Th)	\$209	\$239	\$269	<input type="checkbox"/> Picnic Grove (Max 75) (M-Th)	\$159	\$209	\$239
<input type="checkbox"/> Pavilion 1 (Max 50) (F-S)	\$219	\$249	\$279	<input type="checkbox"/> Picnic Grove (Max 75) (F-S)	\$179	\$234	\$264
<input type="checkbox"/> Pavilion 1 (Max 50) (all day)	\$394	\$409	\$439	<input type="checkbox"/> Picnic Grove (Max 75) (all day)	\$299	\$409	\$439
<input type="checkbox"/> Pavilion 2 (Max 50) (M-Th)	\$209	\$239	\$269	<input type="checkbox"/> Picnic Shelters (Max 10) (M-Th)	\$119	\$149	\$179
<input type="checkbox"/> Pavilion 2 (Max 50) (F-S)	\$219	\$249	\$279	<input type="checkbox"/> Picnic Shelters (Max 10) (F-S)	\$129	\$159	\$189
<input type="checkbox"/> Pavilion 2 (Max 50) (all day)	\$394	\$409	\$439	<input type="checkbox"/> Picnic Shelters (Max 10) (all day)	\$209	\$269	\$299

**Security Deposit (required) Check only accepted.....\$100 (minimum)**

**Does not include access to indoor concession area, fireplace or sports fields. Rentals requested within 1 month - requires payment by credit card, cash or money order.**

**Rental requests must be submitted at least one week in advance. No rentals will be scheduled within 3 days of request.**

**FOR OFFICE USE ONLY**

<input checked="" type="checkbox"/> Rental Fee (required)	Rental	\$
<b>Other permit requests (additional fees required):</b>		
<input type="checkbox"/> Electricity * \$10 per hour (time in time out) <b>Pavilion 1 ONLY</b>	* See Fee Schedule	\$
<input type="checkbox"/> Amplified Sound * \$25	* See Fee Schedule	\$
<input type="checkbox"/> Tent/Canopy Waiver (all tents/canopies) *\$15 (per tent/canopy)	* See Fee Schedule	\$
<input type="checkbox"/> Special Use / Other (special permission required) *	* See Fee Schedule	\$
<input checked="" type="checkbox"/> <b>Security Deposit (requires - separate check only)</b>	<b>Security Deposit</b>	<b>\$ 100.00</b>
Total Due		\$

The time frame listed on the permit includes **SET UP AND CLEAN UP**. Access will not be provided prior to the time listed on your permit. It is important that your group is cleaned up and ready to leave by the ending time specified on the permit.

**Pavilion Rental Rules & Rental Guidelines:**

1. All Doylestown Township Parks & Recreation Rules and Regulations shall remain in effect at all times throughout the duration of the permit.
2. All animals must be on a leash at all times and owner must clean up after them. It is the responsibility of the permit holder to police all family and friends. **No animals are permitted within the Kid’s Castle Playground or wooded area.**
3. Doylestown Township Staff and the Doylestown Township Police have the right to enforce all permits and park rules. In case of **EMERGENCY** call 9-1-1.
4. If anyone is at the pavilion at the time of your rental that is not part of your group, please make sure to have your permit with you. Call the Radio Room at 215-348-4200 for Police assistance if needed.
5. Please remember to be courteous as other groups may be renting the pavilion after your group. All groups are limited to use of the facilities noted on their permit. All other park amenities (i.e. playground area, basketball courts, tennis courts, fields, etc.) are open to the general public on a first come-first serve basis unless being used in accordance with a Township issued permit.
6. The pavilion must be cleaned and vacated by the stated ending time. The parking lot and immediate facility area are considered part of the facility and must be free from litter.
7. Tables are not to be moved for any reason – moving tables will forfeit your security deposit.
8. Restrooms are located at the rear of Pavilion #1 and are open to the public.

**Rules & Regulations: The following are NOT permitted with rental of pavilions.**

1. **ALCOHOLIC BEVERAGES:** The use of alcohol and controlled substances are strictly prohibited within all Township facilities.
2. **SMOKING:** Smoking is prohibited; this includes cigarettes, cigars, pipes, chewing tobacco & other like tobacco products.
3. **VENDORS/SALES TO PUBLIC:** Vendors are not permitted in the park except by special permit issued by Doylestown Township.
4. **PARKING:** Parking in designated parking spots **ONLY**. Driving on the walking path or parking on the grass is **STRICTLY** prohibited.
5. **NO GRILLS, OPEN FIRES OR FIREWORKS:** Pavilion 1 Fire Place – **NOT FOR PUBLIC USE** Grills are available at Pavilion 2. No open open flames (except Sterno).
6. **NAILS, TACKS OR STAPLES:** Do not attach decorations by nails, tacks or staples on pavilion poles, picnic tables, etc.
7. **EXTRAS:** Live music or DJ’s, gambling, wheeled recreational vehicles, outdoor sports equipment, inflatable structures, gas generators, activities involving water, drug use, firearms & use of profane language are prohibited.
8. **GLASS CONTAINERS:** Are prohibited in the park at all times.

**Cancellation and Inclement Weather**

To cancel a permit, the permit holder must call the Parks & Recreation Department at 215-348-9915; you may reschedule your canceled outing to another available date. We are happy to work with you to find an alternate date for your event!

**CANCELLATION POLICY IS AS FOLLOWS:**

1. There will be no refunds for no shows.
2. Cancellations up to 72 hours (3 business days) prior to your rental will be refunded minus 25% cancellation fee.
3. Cancellations 48 hours (2 business days) prior to your rental will be refunded minus 50% cancellation fee.
4. Cancellations less than 24 hours (1 business day) prior to your rental no refunds.
5. **INCLEMENT WEATHER (Required):** Weekend Cancellations must be made by 3PM Friday / Weekday - 24 hr. notice

**Disregarding of rules as specified and/or posted will result in forfeiture of security deposit in full.**

*Doylestown Township shall not, in any manner or for any cause, be liable or responsible for any injury or damage to persons or property while using park system facilities; all claims for such injury or damage are here by waived.*

\_\_\_\_\_  
Signature of Responsible Party / Group Leader

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**Rental requests must be submitted at least one week prior to you requested date. No rentals will be scheduled with in 3 days of rental date.**