



MARPLE NEWTOWN RECREATION

A Division of MN Leisure Services

20 MEDIA LINE ROAD
NEWTOWN SQUARE, PA 19073
(610) 353-2326 • FAX (610) 353-2330
www.mnrecreation.org

TO: All Adult Group Field Applicants

FROM: Rich Ehn timer, Dir. of Recreation

SUBJECT: Field Use Application

Enclosed is your 2020 application for use of municipal fields in Marple Newtown. Please follow all policies and directions; answer all questions and sign where indicated. Incomplete applications will be returned with your application fee, less a \$10 administrative charge. If you have any questions, call the recreation office at 610-353-2326.

Be advised that the demand for use of fields is greater than ever and far exceeds availability. This situation will necessitate the sharing of all fields. Therefore, we ask for your cooperation by requesting only the actual fields and times needed by your team / league. Discovery of unused fields will result in your permit being revoked and issued to another group.

PLEASE NOTE:

PA Law mandates that preference for field use be given to LOCAL YOUTH GROUPS. Adult groups will be considered on an availability basis only.

In addition, The Marple Newtown Joint Recreation Commission reserves the right to pre-empt all field and facility users for Township Events, Marple Newtown School District Events, and activities of the Recreation Department.

First priority for Field Use will be given to Marple Township and/or Newtown Township residents.

Groups interested in applying for School Fields should contact the Marple Newtown School District Operations Department (610-359-4270).

MARPLE NEWTOWN JOINT RECREATION COMMISSION

POLICIES AND DIRECTIONS FOR ADULT ORGANIZATIONS

USE OF FIELDS AND FACILITIES APPLICATION

1. Complete the "Use Application" (BOTH SIDES). Incomplete applications will be returned, thus delaying the process and issuance of your permit.
2. Complete the "Hold Harmless Agreement" (signed and dated).
3. Include a "Certificate of Insurance" indemnifying the Marple Newtown Joint Recreation Commission, Marple Township, and Newtown Township against liability for personal injury and property damage. Insurance coverage required: \$1,000,000 Public Bodily Injury Liability (\$5,000,000 for carnivals) and \$50,000 Property Damage Liability. Current policies must be renewed or replaced at term.
4. A complete League/Team Roster must be included with the application. Roster must include current season team member names, addresses and telephone numbers, and must be received at least two weeks prior to the effective date of the permit. Incomplete rosters will be cause to reject an application. Please use the attached roster sheet (which can be copied) or a facsimile that includes said information.
5. Residency Requirement: A minimum of 80% of the group (team, league, club, etc.) must be permanent residents of Marple or Newtown Townships. Local businesses will be treated as residents; however, all team members must be employed or work within the Marple Newtown boundaries. Spot checks may be made of all rosters. Names unable to be verified as residents will be required to forward legal proof of residency (current driver's license, current bill, etc.) to the recreation office. Groups unable to meet the residency requirement will be rejected and their permits will be revoked.
6. Be flexible in your selection of desired areas. Giving alternate sites or days will assist us in assigning you a field. We do reserve the right to assign you to any site within the system. However, every effort will be made to meet your first-choice request. Realistically, fields must be shared and not every first choice can be met.
7. Deadline: The deadline for submitting applications is February 21, 2020. Applications received after the deadline will be considered on an availability basis only. Assignments will be made on the basis of site availability, type of use, past use history, and other criteria deemed in the best interest of the community.
8. Fee: The application fee is \$60.00 per field, per season. For example, if you wish to apply for two fields at the same site, the fee is \$120.00 (\$60.00 X 2). Or, if you

wish to apply for baseball in the spring and again for football in the fall, the fee is also \$120.00 (\$60.00 X 2).

9. Refunds: Applications will be considered incomplete and will be returned if any of the above requirements are not met. An administrative fee of \$10.00 will be retained for incomplete applications; the balance (\$50.00) will be returned. Re-application will require a new complete fee payment (\$60.00). Applications rejected due to non-availability will receive a full refund.
10. Drinking alcoholic beverages on public property is prohibited! Failure to comply may result in fines, arrest, and revocation of permits.
11. The selling of any items on public property is prohibited. Exception: Organizations having valid sales permits issued by the appropriate municipality.
12. The organization for which public grounds and facilities are assigned shall be responsible for the care of those grounds and the safety of all persons involved in their programs. Thoroughly clean field and spectator area after each use. Please pick up all trash and place in supplied trash containers.
13. During inclement weather, please refrain entirely from using Township fields. As you know, playing on a rain soaked or muddy field not only is dangerous but will tear up the field making it less desirable for everyone to use. Please use sound judgment in these situations. Groups found continuously playing on a rain soaked or muddy field will be charged a field restoration fee and their permit could be revoked.
14. Permits must be on site and available for review by Police, Township and Recreation Administration. The organization receiving the permit must be on the field (not two visiting teams) or permit will be revoked. Organizations found using Township property without valid permits will be subject to fines and removal.
15. The Marple Newtown Joint Recreation Commission reserves the right to pre-empt all field and facility users for Township Events, Marple Newtown School District Events, and activities of the Recreation Department. First priority for Field Use will be given to Marple Township and/or Newtown Township residents.
16. No temporary or permanent fixtures (lights, storage containers, etc.) are permitted to be erected without approval from the appropriate municipality. All Township codes must be followed.

NOTE: For information and/or questions regarding these policies and directions, please call 610-353-2326.

MARPLE NEWTOWN JOINT RECREATION COMMISSION
APPLICATION AND REGULATIONS GOVERNING USE OF MUNICIPAL
PLAYGROUNDS & FACILITIES

For Official Use Only

Permit Numbers

1. **APPLICATION:** Completed applications are to be mailed to: **Date:** _____

MN Recreation
20 Media Line Road
Newtown Square, PA 19073

Organization Making Request: _____

Percentage of Community Resident Membership (minimum 80% required to qualify): _____ %

Please check one: ☐ Youth Organization ☐ Adult Group

Person Making Application: **NAME:** _____

ADDRESS: _____

PHONE (Cell): _____ **(W)** _____

EMAIL: _____

Insurance Co.: _____ **Policy:** _____

Grounds Requested: _____

Description of Area Requested: _____
(ball field, picnic area, open field, etc.)

Use or Activity for which the grounds are requested: _____

Dates Requested: _____

Days Requested: ___ Mon ___ Tue ___ Wed ___ Thr ___ Fri ___ Sat ___ Sun

Time of Day Requested: _____

over

2. **REGULATIONS:**

II. **Provisions for Insurance and Indemnity:**

- A. The applicant shall agree to indemnify Marple Township, Newtown Township and the Marple Newtown Joint Recreation Commission for any and all damages to Township property by any person or persons attending the event, and likewise to indemnify them against all liability for any or all damages to any person or persons for injuries, including death.
- B. The Marple Newtown Joint Recreation Commission requires the applicant to secure liability and property damage insurance in appropriate amounts and, prior to the occupancy, furnish them with a certificate showing that such insurance has been obtained.

III. **Care of Property and Facilities:**

- A. The organization to which public grounds and facilities are assigned shall be responsible for the care of the grounds and the safety of all persons (both participants and spectators) involved in their activity.
- B. The entire assigned area **MUST** be thoroughly cleaned of all debris immediately following each day's activity.

IV. **Restrictions:**

- A. The sale or use of soft drinks in glass bottles is **PROHIBITED** on public property.
- B. **ALCOHOLIC** beverages are **PROHIBITED** on public property at all times.
- C. A "PERMIT" will be issued to all approved applicants. Said permit **MUST** be available for inspection while utilizing assigned public areas. The organization receiving the permit must be on the field (not 2 visiting teams) or permit will be revoked.
- D. First priority for Field Use will be given to Marple Township and/or Newtown Township residents.

3. **AGREEMENT:**

We, the undersigned, agree to assume full responsibility for the safety of all personnel, for the care of public property and facilities, for the removal of all debris immediately after each activity and to abide by all other provisions of this agreement.

We are also aware of the possibility that the use of public grounds and facilities may be withdrawn if inspection by one of the granting authorities' personnel indicates a violation of any of the provisions of this agreement.

Signed: _____

Title: _____

HOLD HARMLESS AGREEMENT

(To accompany application for use of township buildings or grounds)

In consideration of permission granted by Marple Township, Newtown Township and/or Marple Newtown Joint Recreation Commission for the use of township buildings and grounds, the applicant agrees to assume all risk of damage or injury to property of, or damage, injury or loss of life to, its members or agents, or of and to any person or persons invited or permitted by applicant, its members or agents, upon the township grounds or within township buildings, in connection with applicant's activities, arising out of the use of such buildings or grounds, or fixtures appurtenant thereto or furnishings presently thereon, arising by reason of the condition of such buildings or grounds, or fixtures appurtenant thereto or furnishings thereon, or arising by reason of any activity conducted by applicant, its members or agents, on township buildings or grounds.

The applicant agrees to indemnify, protect and save harmless the Marple Township, Newtown Township and/or the Marple Newtown Joint Recreation Commission, its officers, agents, and employees, from and against any and all liabilities, claims and demands, charges, expenses (including counsel fees and costs), for loss, damage or injury to property, or loss, damage, injury or loss of life suffered by applicant, its members or agents, or for loss, damage, injury or loss of life of any spectators or person or persons invited or permitted by applicant, its members or agents, upon Township grounds or within Township buildings, in connection with its activities, or by reason of the above recited risk of loss or injury assumed by applicant, whether arising in whole or in part from negligence of Marple Township, Newtown Township or Marple Newtown Joint Recreation Commission.

If permission is given by the Township and the Marple Newtown Joint Recreation Commission to the applicant to store, place or install fixture, appliances or personal property of any nature upon Township grounds or within Township buildings, the applicant agrees to assume all risk of loss or damage of any kind or nature, caused by any means, to such property belonging to applicant, placed or stored by it temporarily or permanently on such grounds or within such buildings, and applicant assumes all risk of loss, damage, injury or loss of life to any person or persons at any time, caused or arising out of or by reason of the storage, placement or installation of such property, whether arising in whole or in part from negligence of Marple Township, Newtown Township, or the Marple Newtown Joint Recreation Commission.

Applicant agrees to indemnify, protect and save harmless Marple Township, Newtown Township and/or Marple Newtown Joint Recreation Commission, its officers, agents and employees, from and against all liabilities, claims, demands, charges, expenses (including counsel fees and costs), for loss, damage or injury in any manner arising out of or by reason of such storage, placement or installation. Applicant agrees to remove such property upon demand, and if necessary, to restore Township grounds or Township buildings to their former condition.

Position

Date: _____

Signed: _____

MARPLE NEWTOWN JOINT RECREATION COMMISSION

2020 FIELD USE TEAM ROSTER

Team Name _____

Team Representative's Name _____

Home Phone _____ Work Phone _____

Cell Phone _____ Email _____

Name	Address	Cell Phone
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____
11.	_____	_____
12.	_____	_____
13.	_____	_____

Please use reverse side if more space is needed.

Roster must be "Complete" and "Current" – Deadline for return is two weeks prior to the effective date of your permit. Mail to:

MN Recreation
20 Media Line Road
Newtown Square, PA 19073