



**NORTHAMPTON TOWNSHIP PARKS AND RECREATION
CIVIC CENTER COMPLEX – FACILITY USE APPLICATION
345 Newtown-Richboro Road, Richboro, PA 18954**

Return completed application to: **Northampton Twp. Parks & Recreation**
55 Township Road, Richboro, PA 18954

GENERAL INFORMATION

Organization/League/Team (if group use) _____

Applicant's Name _____

(Applicant is the contact person responsible for the requested facility and who will be present during use. If this person is different than the person who will be on site during use or who needs to be notified in the event of any changes or concerns once approval is granted please provide contact information below.)

Street Address _____ City _____

State _____ Zip _____ E-mail Address _____

Phone (Cell) _____ (Home) _____ (Work) _____

Contact Person (person who will be on-site) _____ Phone (Cell) _____

FACILITY/FIELD(S) REQUESTED *(If unsure, please discuss with Parks & Rec representative)*

PROPOSED USE FOR FACILITY/FIELD(S) REQUESTED

Estimated number of people attending: _____

DAY, DATE, TIME REQUESTED

Day: ☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday ☐ Saturday ☐ Sunday

Date: _____ Rain date(s): _____ Time: From: _____ To: _____
(includes set up/clean up)

The applicant/group agrees to abide by all Northampton Township Parks & Recreation rules and regulations. The applicant/group further agrees to leave the site in a clean and orderly condition after use. Full responsibility for any damage to property or persons is assumed by the undersigned as an agent for the sponsor of the event or use. The Township of Northampton, its officials, employees, agents, and volunteers shall be held harmless and indemnified from any claim and/or liability arising out of or in connection with the function, activities, or use of the requested premises.

I have read and received the Northampton Township Parks and Recreation Field and Facility Use Policy and the Rules and Regulations relating to the use of its facilities and equipment and accept the responsibility for meeting the requirements stated therein.

Signature of Applicant _____ Date _____

\$50 Application Fee due with application. Permit is not valid until applicant has paid/provided all applicable fees, security deposit, insurance requirements, and any other requirements set forth by Northampton Township Parks & Recreation.