

**MIDDLESEX TOWNSHIP  
PARKS & RECREATION**

**2023 FIELD USAGE REQUEST**

**1. ORGANIZATION**

**Organization Name** \_\_\_\_\_

**Organization**

**Leader's Name** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Email** \_\_\_\_\_ **TOTAL NUMBER OF PARTICIPANTS IN ORGANIZATION** \_\_\_\_\_

**2. COACH/TEAM**

**Team Name** \_\_\_\_\_

**Coach's Name** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Email** \_\_\_\_\_

**List any additional contacts & contact information on a separate sheet.**

**3. PARTICIPANTS**

**Participant Ages** \_\_\_\_\_ **Number of Participants on Team** \_\_\_\_\_

**Number of Participants that are Middlesex Township Residents** \_\_\_\_\_

**4. FIELD USE**

**FIELD NUMBER REQUESTED** \_\_\_\_\_

**DATE RANGE REQUESTED** *(For example: April 1-June 30, 2023)*

\_\_\_\_\_

**DAYS of the WEEK REQUESTED** *(For Example: Tuesdays & Thursdays)*

\_\_\_\_\_

**TIME REQUESTED** *(For Example: 4-6pm)*

\_\_\_\_\_

# AGREEMENT

I \_\_\_\_\_, a representative for  
*(Print Full Name)*

\_\_\_\_\_, agree to be responsible for any  
*(Print Company or Association Name)*

property damage to the Township Park as a result of our use. In addition, we agree to pay \$100 per season per field with a \$100.00 per field Security Deposit which will be refundable after the scheduled date, in the event there is no damage. (Two SEPARATE CHECKS made payable to "Middlesex Township" )

I acknowledge that the Township will not be liable for any actions of or injuries to any persons or member that occurs during the use of these facilities.

**We agree to follow Middlesex Township Park and Recreation Facilities Rules and Regulations and Additional Field Use Rules attached to this agreement.**

Signature of Representative: \_\_\_\_\_

\*A copy of your organization's Certificate of Liability Insurance will be required if approved.

**\*\* After email is sent for Field Use confirmation, \$100 Field Use Fee and \$100 Refundable Deposit (2 separate checks) must be received by the Township prior to field use.**

**Checks should be made payable to Middlesex Township. Checks can be sent to or dropped off at :**

**Middlesex Township, Suite 1, 350 N. Middlesex Road, Carlisle, PA 17013**

**Name & Address to Return \$100 Deposit at conclusion of Field Use for the year:**

\_\_\_\_\_

## **OFFICE USE ONLY**

Date Received Request \_\_\_\_\_

Date Received Rental Fee \_\_\_\_\_ Check # \_\_\_\_\_ Amount \_\_\_\_\_

Date Received Deposit \_\_\_\_\_ Check# \_\_\_\_\_ Amount \_\_\_\_\_

Date Deposit Returned \_\_\_\_\_

**MIDDLESEX TOWNSHIP**  
**PARK AND RECREATIONAL FACILITIES**  
**RULES AND REGULATIONS**

**REGULATIONS FOR PARK AND RECREATIONAL FACILITIES**

The following rules and regulations shall govern all parks and recreational facilities owned or leased by Middlesex Township and are effective immediately.

**1. HOURS**

The park shall be open from 8:00 AM to dusk. No one shall be permitted on the park premises between dusk and 8:00 AM without prior written approval.

**2. PROHIBITED ACTS**

The following acts and conduct are prohibited in all areas:

- a. Possession or use of alcoholic beverages.
- b. Boisterous, immoral or indecent conduct.
- c. Discarding of trash, garbage or other litter, except into containers provided for that purpose.
- d. Damage, defacing, destroying or removing any Township owned property, sign, structure, equipment or other material.
- e. Driving of nails or other hardware or carving in/on any trees.
- f. Posting of signs, distributing, selling, servicing or renting of any supplies, equipment, material, or commodity whatsoever, or soliciting for any purpose without prior written authorization from Middlesex Township.
- g. Operating, stopping or parking any vehicle or bicycle, snowmobile or motorcycle except on designated roads, trails or parking areas, except as authorized by Middlesex Township.
- h. Operating any vehicle or bicycle in a reckless or negligent manner, in excess of the posted speed limit of 10 mph, or in areas of prohibited parking, as posted by Middlesex Township.
- i. Commercial vehicular traffic, unless providing authorized service.
- j. Possession of a firearm in violation of Pennsylvania law and the possession of any bows and arrows, airguns, paint guns, slingshots, fireworks or lethal or dangerous weapons, unless sanctioned by Middlesex Township.
- k. Hunting, trapping or the discharge of any firearm, except in the lawful use of self defense.
- l. Camping, and use of all fires, except in designated areas and facilities. No fires will be left unattended nor charcoal deposited or discarded.
- m. Bicycles, skateboards and roller skates are not permitted in the courtyard area or on playing courts, I.E. tennis and basketball courts.
- n. Standing on picnic tables and climbing on fences.
- o. Meetings, rallies or assemblages for purposes other than pick-up athletic games except as previously approved in writing by Middlesex Township. Application must be made in writing at least seven (7) days in advance of the event, stating the name of the organization, purpose, number of persons, expected duration and the names of the persons to be responsible for the activity.
- p. All dogs shall be kept on a leash not to exceed six (6) feet, except where designated to run while under the control of the handler. All animal waste is to be cleaned up by the handler immediately. Field training is not permitted except as sanctioned by Middlesex Township.
- q. Any activity involving the use of horses except with prior approval of the Township in writing.

**3. AUTHORITY TO ESTABLISH PRIORITY OF EVENTS.**

The Township shall have the authority to establish priorities and to schedule all events in designated areas.

**4. AUTHORITY TO CLOSE AREAS.**

Facilities which become hazardous due to any reason may be closed at the discretion of the Township.

# **Middlesex Township**

## **Additional Field Use Rules**

1. Coaches are encouraged to make the best, responsible decision on use of the fields during rainy/stormy days/weeks. (If the fields are being used when they should not be, the Township will close fields.)
2. After use, bases must be placed in boxes.
3. After use, rakes, L-brackets and other equipment must be placed where they do not interfere with dragging or mowing.
4. All trash should be collected and disposed of in available trash cans.
6. The Township has the right to terminate use of fields if they are being misused.
7. Any paperwork or forms required by the Township throughout the season will be completed or the team forfeits use of the fields.

I agree to follow the rules listed above.

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Signature

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Printed Name

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Organization and/or Team Name

Date



Google earth

