

# The Borough of Highspire

640 Eshelman Street  
Highspire, Pennsylvania 17034-1698

Office 717-939-3303

Fax 717-939-3371

## PAVILION RESERVATION APPLICATION

Date of Application: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Applicant's Phone Number: \_\_\_\_\_

Group Affiliation (if applicable): \_\_\_\_\_

**If this event is a fundraiser, you will need to provide a copy of a  
Certificate of Liability for the event.**

Date of Event: \_\_\_\_\_

Estimated Arrival & Departure Time \_\_\_\_\_

Pavilion Choice (please check one):

Memorial Park \_\_\_\_\_ Reservoir Park \_\_\_\_\_

Charles St. Park \_\_\_\_\_ Other \_\_\_\_\_

Clean-Up Fee (if applicable):

I understand that I will be required to:

Pay a fee for any damages that occur to the pavilion and/or surrounding area during my use. \_\_\_\_\_ (initials)

Pay a fee for clean-up if trash is not disposed of in the provided receptacles, and the space returned to its original condition. \_\_\_\_\_ (initials)

**Call 717-939-3303 to determine availability**

**\$50.00 Non-refundable deposit to Residents and Non-residents**

Applicants submit application and payment, if required, to:

**Borough of Highspire  
640 Eshelman Street  
Highspire, PA 17034**

A confirmation letter will be sent to you.

*A PRODUCTIVE COMMUNITY SINCE 1814*



# HIGHSPIRE BOROUGH PARK RULES

1. The park is open from dawn to dusk.
2. You are required to dispose of all garbage and trash in the appropriate receptacles. Additional cleanup charges will be assessed if the Borough has to clean up the pavilion other than emptying the trash receptacles.
3. Vehicular traffic is prohibited in the park.
4. No alcoholic beverages, pets, fireworks or weapons of ANY kind are permitted in the park.
5. Loud music and disorderly conduct are prohibited.
6. Destructive and immoral acts are prohibited
7. Park users will not damage or destroy any facility, including picnic benches, recreational equipment or trees, bushes and flowers etc.
8. Golfing in the park is prohibited.
9. Charcoal and gas stoves are permitted. No open burning of wood or trash is permitted.
10. Children using the park and playground equipment shall be supervised by an adult or another responsible individual.
11. Animals are prohibited in the park.
12. Please respect the rights of other park users.
13. **NO VEHICLES ARE PERMITTED ON THE GRASS AREA.**

