



This application is not a permit. A permit will be mailed to you after your application is approved and processed. Please complete both sides of this application. Applicable citywide fee payments should be made to "Philadelphia Parks & Recreation".

**APPLICANT INFORMATION**

Applicant Name:		Organization Name:	
Applicant Phone:		Email Address:	
Valid Mailing Address:			
City:		State:	Zip:

**ACTIVITY INFORMATION**

Requested PPR Facility Name:		Requested Space(s) Type:		Requested School Name (if applicable):	
Age Group:	Activity Type(s):		Expected Group Size: _____		<input type="checkbox"/> Per Day / Night <input type="checkbox"/> Per Game <input type="checkbox"/> Total
Will you be charging a fee to the participants of this program? <input type="checkbox"/> Yes <input type="checkbox"/> No					

**REQUESTED SCHEDULE**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Requested Time(s) from							
Requested Time(s) to							
Requested Date(s) from	/ / 20		Requested Date(s) to		/ / 20		

**FOR OFFICIAL STAFF USE ONLY BELOW**

**APPROVED SCHEDULE (if different from above)**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Approved Time(s) from							
Approved Time(s) to							
Approved Date(s) from	/ / 20		Approved Date(s) to		/ / 20		

Assigned Amenity Name(s) and Number(s):	Fee Amount \$
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Exceptions to approved dates and special conditions to be written on permit

Staff Signature		Date	
Staff Name (Print)		Manager Initials	Date
<input type="checkbox"/> Request is Denied	Reason for approval or denial		



**Legal Disclaimers for Applicants:**

- Applicants may not publicize event prior to receiving approved permit.
- Applications are not guaranteed until a permit is issued. Once a permit has been issued, it is considered final. Permits are subject to withdrawal without notice.
- Applicant will neither allow, nor engage in, any discriminatory practices or policies regarding race, creed, sex, sexual orientation, age, or national origin. Applicant shall comply with all applicable local, state or federal laws, rules or regulations, and obtain all necessary permits and licenses, in exercising the rights granted under this permit including but not limited to, ASCAP, BMI, SESAC and similar performance licenses, required for the use of copyrighted or licensed material in connection with the event or activity, or otherwise required in connection with the use of the facility for the event or activity.
- Applicant is required to obtain a certificate of insurance evidencing commercial general liability insurance covering the event and use of the facility with minimum limits of \$1,000,000 per occurrence, naming the City of Philadelphia as an additional insured. Insurance certificates must be submitted upon request.
- Applicant agrees to assume all legal liabilities for accidents/injuries -- and will hold neither the City of Philadelphia nor any of its employees, agents, or representatives liable for any resulting claims/lawsuits. Applicant agrees to indemnify, defend and hold the City of Philadelphia and its employees, officers, agents and representatives harmless from any claim, act or proceeding related to or based upon Applicant's entrance, presence, and/or use of the property. Applicant agrees to release, waive and forever discharge the City, its employees, officers, agents and representatives from any and all manner of claims, actions or causes of action, suits, demands whatsoever, in law or in equity, which it may have against the City, its employees, officers, agents and representatives, in and/or on the property, or in any way connected to or arising from its presence and/or activities at the property.
- Individual/group agrees to provide full restitution to Philadelphia Parks & Recreation (PPR) for any damages, thefts, losses or costs to the City that may occur during the permitted activity including, but not limited to, restitution for damage to any property borrowed from the City. A monetary security deposit may be required at the discretion of PPR personnel.
- PPR is not responsible for anything left or stored on facility grounds by Permit holder.
- Receiving a permit is not a guarantee that the same facilities will be available in the future.
- Corporal punishment is defined as physically punishing a child or youth. Use of corporal punishment is strictly prohibited at all times, on the premises, by employees, their agents, affiliates and guests of the permit applicant.

**Rules and Regulations for Permit-holders (please initial next to every item)**

\_\_\_\_\_ Applicant must submit a copy of a valid photo ID. Name on photo ID must match name on application.

\_\_\_\_\_ Permit-holders must obtain proof of current criminal record checks and child-abuse history clearances for all coaches or other personnel who will be working directly with youth in accordance with Philadelphia Parks & Recreation policy. Applicant must submit a copy of their individual clearances with this application. Name on photo ID must match name on clearances.

\_\_\_\_\_ Permit-holders are required to KEEP PERMIT WITH THEM AT ALL TIMES DURING USE.

\_\_\_\_\_ Permit fees are non-refundable and permits are non-transferable (to future dates or other user groups). Cancellations must be reported promptly. Failure to use the field or report cancellations will result in revocation of the permit.

\_\_\_\_\_ Permit-holder must leave property -- ON A DAILY BASIS -- in the same degree of cleanliness and orderliness as found. Permit-holder shall be responsible for enforcement of this requirement on its guests and/or invitees.

\_\_\_\_\_ Team will not use fields in wet or muddy conditions. Doing so will forfeit the remainder of the permit. Fields should be used in safe conditions only. Inspect fields before using and do not use the fields if an unsafe condition exists.

\_\_\_\_\_ ILLEGAL SUBSTANCES and LOUD, VULGAR, CONFRONTATIONAL LANGUAGE is not permitted on facility grounds -- or in its immediate vicinity. Permit-holder is fully responsible for conduct of all spectators, as well as participants, and will be required to provide identifiable adult supervision/security upon request by PPR personnel.

\_\_\_\_\_ Amplified music and/or sound is prohibited.

\_\_\_\_\_ Alcoholic beverages are prohibited in all areas of PPR facilities and grounds except East and West Park.

\_\_\_\_\_ No vehicles or heavy equipment on grassy areas.

\_\_\_\_\_ NO SALES PERMITTED WITHOUT THE WRITTEN PERMISSION OF PPR. This includes ALL food and beverages. Applicant, if engaged in fundraising, shall provide a financial report within ten (10) working days of the conclusion of the activity.

\_\_\_\_\_ No tobacco product may be used on any land or facility under the jurisdiction of PPR and the permit holder is responsible to ensure that all event participants and spectators are in compliance.

\_\_\_\_\_ No food or beverage may be prepared in or around the permitted space except for in designated areas as approved by PPR.

**VIOLATION OF ANY OF THE ABOVE WILL RESULT IN REVOCATION OF THIS PERMIT AND REFUSAL OF FUTURE PERMITS. VIOLATIONS MAY RESULT IN ADDITIONAL SANCTIONS AND DISCIPLINARY ACTION, INCLUDING WARNINGS, LEGAL ACTIONS AND/OR MONETARY PENALTIES.**

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_