

2014

PARK PAVILION RESERVATION FORM  
LOWER PAXTON TOWNSHIP  
DEPT OF PARKS AND RECREATION  
5000 COMMONS DR, HARRISBURG, PA 17112  
(717) 657-5635

**Note: Reservations are not finalized until availability is verified by the Parks and Recreation Department, this form with payment is received, and a permit is issued.**

**Before completing this form, please read park rules on opposite side.**

**Park Pavilion Requested:** (choose one)

**Additional Equipment:** (if applies)

<input type="checkbox"/> Brightbill	<input type="checkbox"/> Centennial Acres
<input type="checkbox"/> George	<input type="checkbox"/> Hodges Hts
<input type="checkbox"/> Kohl	<input type="checkbox"/> Lingle
<input type="checkbox"/> Koons Lg	<input type="checkbox"/> Lamplight
<input type="checkbox"/> Koons Small	<input type="checkbox"/> Kings Crossing
<input type="checkbox"/> Koons Yard Sport	

<input type="checkbox"/> Stereo
<input type="checkbox"/> Gas Grill *
<input type="checkbox"/> Bounce House/other play equipment *
<input type="checkbox"/> Other (explain)* _____
* REQUIRES LIABILITY INSURANCE

Day & Date Requested: \_\_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_ Estimated # Attending: \_\_\_\_\_ Electricity Needed: (Y / N)

Contact Name: \_\_\_\_\_

Organization: \_\_\_\_\_ Function Type: \_\_\_\_\_

Street Address: \_\_\_\_\_ Email: \_\_\_\_\_

Telephone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

**Fee Schedule** (circle one) Availability must be confirmed by calling 657-5635

Park	Reservation	LPT Resident	Non-Resident
All except George	Weekdays/Evenings	\$55.00	\$65.00
All except George	Weekends/Holidays	\$65.00	\$85.00
George Park	Weekdays/Evenings	\$75.00	\$85.00
George Park	Weekends/Holidays	\$85.00	\$105.00

1. All requests and payments must be received in the Parks & Rec Office (at the Friendship Center) at least **two weeks** prior to the reservation date. Refundable cancellations are those requested more than **two weeks** in advance of the scheduled reservation (this includes rain dates).
2. In case of inclement weather, you may reschedule your event by calling the Parks & Rec Office.
3. A rain date can be scheduled in advance along with a non-refundable fee.
4. **Return payment to Parks & Rec Office (address above) along with this completed form to receive confirmation of your reservation.**

Date of Application: \_\_\_\_\_ Return Form with Payment No Later Than: \_\_\_\_\_

## Lower Paxton Township Park Amenities

	<b>Brightbill Park</b>	<b>Centennial Acres</b>	<b>Forest Hills</b>	<b>George Park</b>	<b>Hodges Heights</b>	<b>Hurley</b>	<b>Kings Crossing</b>
<b>Pavilion</b>	1	1	N	1	1	N	1
<b>Approximate seating</b>	64	48	16	160	48	N	64
<b>Charcoal Grills</b>	2	3	1	2	2	N	4
<b>Electricity</b>	Y	Y	N	Y	N	N	N
<b>Playground</b>	Y	Y	Y	Y	Y	N	Y
<b>Toddler Swings</b>	Y	Y	N	Y	Y	N	Y
<b>Nature Trail</b>	Y	N	N	Y	N	N	N
<b>Handball Courts</b>	N	N	N	N	N	N	N
<b>Tennis Courts</b>	4	2	1	N	1	N	N
<b>Bocce Courts</b>	N	N	N	N	N	N	N
<b>Volleyball Courts</b>	N	N	N	N	N	N	N
<b>Basketball Courts</b>	3	1	1	N	1	N	N
<b>Softball Fields</b>	1	N	N	N	N	N	N
<b>Baseball Fields</b>	3	N	N	N	1	2	N
<b>All Purpose Fields</b>	1	1	1	Y	1	N	1
<b>Soccer Fields</b>	N	N	N	Y	N	N	N
<b>Off Street Parking Spaces</b>	200	16	N	280	40	130	26
<b>On Street Parking Only</b>	N	N	Y	N	N	N	N
<b>Port-O-Johns</b>	N	Y	N	N	Y	Y	Y
<b>Permanent Restrooms</b>	Y	N	N	Y	N	N	N

## Lower Paxton Township Park Amenities (cont.)

	<b>Kohl Park</b>	<b>Koons Park</b>	<b>Lamplight Park</b>	<b>Lingle Park</b>	<b>Meadowbrook Park</b>	<b>Ranger Park</b>
<b>Pavilion</b>	1	3	1	1	N	N
<b>Approximate seating</b>	80	Lg 120 Sm 80 YS 64	64	110	16	N
<b>Charcoal Grills</b>	3	Lg 4 Sm 4 YS 4	3	4	1	N
<b>Electricity</b>	Y	Y	Y	Y	N	N
<b>Playground</b>	Y	Y	Y	Y	Y	N
<b>Toddler Swings</b>	Y	Y	Y	Y	Y	N
<b>Nature Trail</b>	Y	N	N	Y	N	N
<b>Handball Courts</b>	2	N	N	N	N	N
<b>Tennis Courts</b>	2	4	N	N	N	N
<b>Bocce Courts</b>	N	2	N	N	N	N
<b>Volleyball Courts</b>	N	2	N	N	N	N
<b>Basketball Courts</b>	1	3	1	N	½	N
<b>Softball Fields</b>	2	3	N	2	N	N
<b>Baseball Fields</b>	N	3	N	N	N	N
<b>All Purpose Fields</b>	N	1	1	1	1	N
<b>Soccer Fields</b>	N	N	N	N	N	5
<b>Off Street Parking Spaces</b>	112	260	N	175	N	215
<b>On Street Parking Only</b>	N	N	Y	N	Y	N
<b>Port-O-Johns</b>	N	N	Y	Y	N	Y
<b>Permanent Restrooms</b>	Y	Y	N	N	N	N

## Park Facilities – Notes

**ALL PARKS CLOSE AT DUSK UNLESS ACTIVITY IS UNDER BALL FIELD LIGHTS, THEN 10PM**

**Brightbill-** Located behind Colonial Commons Plaza off Carolyn St

- Pavilion seats approximately 64
- Playground available
- Ball courts/fields available for use, if not otherwise reserved
- Off street parking for 200 cars
- Bathrooms open during summer – daylight hours

**Koons Memorial-** Located off N Mountain Rd and Larue St

- Large Pavilion (#1) seats approximately 120
- Small Pavilion (#2) seats approximately 80
- Yard Sport (#3) Pavilion seats approximately 64
- Playground available
- Tennis and ball courts/fields available for use, if not otherwise reserved
- Off street parking for 260 cars
- Bathrooms open during summer – daylight hours
- **NOTE: Entrance to the pool for any reason is NOT included in your park pavilion rental.**

**Kohl-** Located off Union Deposit Rd, on Dowhower Rd

- Pavilion seats approximately 80
- Playground available
- Ball courts/fields available for use, if not otherwise reserved
- Off street parking for 112 cars
- Bathrooms open during summer – daylight hours

**Lingle-** Located off Union Deposit Rd, at end of Pleasant Rd

- Pavilion seats approximately 110
- Playground available
- Two softball/baseball fields, one all-purpose field available for use, if not otherwise reserved
- Two sand volleyball courts available for use, if not otherwise reserved
- Off street parking for 175 cars
- Port-o-Johns available during summer

**Centennial Acres-** Located along Continental Dr and Colonial Rd

- Pavilion seats approximately 48
- Playground available
- Ball courts available for use, if not otherwise reserved
- Off street parking for 16 cars
- Port-o-Johns available during summer

## Park Facilities – Notes

**ALL PARKS CLOSE AT DUSK UNLESS ACTIVITY IS UNDER BALL FIELD LIGHTS, THEN 10PM**

**Forest Hills-** Located on Forest Hills Dr

- Two picnic tables and one grill
- Playground available
- Multi-purpose field located across from basketball/tennis courts available for use, if not otherwise rented
- On street parking available

**Meadowbrook-** Located in the end of Oak Avenue cul-de-sac

- Two picnic tables and one grill
- Playground available
- Volleyball and ½ basketball courts for use, if not otherwise reserved

**Hodges Heights-** Located on Conway Rd

- Pavilion seats approximately 48
- Playground available
- One tennis court and one basketball court available for use, if not otherwise reserved
- Off street parking available for 40 cars
- Port-o-Johns available during summer

**George Park-** Located off Nyes Rd

- Pavilion seats approximately 160
- ***The Possibility Place Playground***
- Ball fields, soccer fields and in-line hockey rink available for use, if not otherwise reserved
- Parking available for 280 cars
- Bathrooms open during summer – daylight hours

**Kings Crossing-** Located on Churchill Rd

- Pavilion seats approximately 64
- Playground available
- Multipurpose-field and sand volleyball available for use, if not otherwise reserved
- Off street parking for 26 cars
- Port-o-Johns available during summer

**Lamplight**

- Pavilion seats approximately 64
- Playground available
- Basketball court and multipurpose field available for use, if not otherwise reserved
- Located on Mayfair Drive
- **On street parking; PLEASE PARK ALONG PARK PROPERTY and not in front of neighbors' yards or driveways. Thank you.**
- Port-o-John available during summer

## **Park Rules & Regulations – Please read carefully**

1. Park hours: Dawn to dusk (lighted fields/courts until 10pm)
2. Motorized vehicles – speed limit is 15 mph. Parking is permitted in designated areas only. Washing and repairing of vehicles is prohibited. Only licensed vehicles with licensed operators are permitted.
3. Alcoholic beverages are prohibited. No person shall be under the influence of intoxicating drugs or alcohol.
4. All pets must be on a leash no more than six (6) feet long. Owners must clean up **all** animal waste deposited by their pets.
5. No gambling is permitted.
6. **Only charcoal is permitted in park grills and fireplaces. GAS GRILLS ARE NOT PERMITTED WITHOUT WRITTEN PROOF OF LIABILITY INSURANCE. (Please contact the Parks & Rec Office for further information.)**
7. Place all refuse in containers provided.
8. Any defacement, removal or damage of any park property will be prosecuted to the fullest extent of the law.
9. Gathering or removing any wood, turf, soil or any other materials at any park is prohibited, unless specifically permitted in writing by the Director of Parks and Recreation.
10. Profane language is prohibited.
11. No concessions, other than those operated within municipality-owned concession stands, shall operate on Township property.
12. All permits are considered on a first come, first serve basis.
13. Liability insurance for certain events or activities may be required by the Director of Parks and Recreation.
14. No person may hunt, trap or pursue wildlife in any park at any time.

**IMPORTANT NOTE: IF ANY ADDITIONAL EQUIPMENT (STEREO OR GRILL, ETC.) IS TO BE BROUGHT ONTO PARK PROPERTY DURING YOUR EVENT(S), THE PARKS & REC DEPT MUST BE NOTIFIED IN WRITING ON THE FRONT SIDE OF THIS PARK PERMIT REQUEST FORM. GAS GRILLS REQUIRE SPECIAL PERMISSION. PLEASE CONTACT THE PARKS & REC DEPT AT (717) 657-5635.**