

2013

**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:** (circle one)

<b>Brightbill</b>	<b>Koons - Large</b>	<b>Kohl</b>
<b>Centennial Acres</b>	<b>Koons - Small</b>	<b>Lamplight</b>
<b>Hodges Heights</b>	<b>Koons - Yard Sport</b>	<b>Lingle</b>
<b>Kings Crossing</b>	<b>George</b>	

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

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_ Estimated Attendance: \_\_\_\_\_ 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

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

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: \_\_\_\_\_

**See Rules to determine if your rental requires liability insurance  
(such as gas grills or special equipment)**

## Lower Paxton Township Park Amenities

	Brightbill Park	Centennial Acres	Forest Hills	George Park	Hodges Heights	Hurley	Kings Crossing
<b>Pavilion</b>	1	1	N	1	1	N	1
<b>Picnic Tables</b>	6	6	2	10	6	N	10
<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	2-Sand
<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>	400	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>Picnic Tables</b>	6	Lg 19 Sm 10 YS 6	8	11	2	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	2-Sand	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 64
- Play area and ball courts/fields available
- Off street parking for 400 cars (200 lower lot, 200 upper lot)
- Bathrooms open during summer – daylight hours

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

- Large Pavilion seats 112
- Small Pavilion seats 64
- Yard Sport Pavilion seats 48
- Play area, tennis, ball fields, and volleyball and basketball courts available
- Off street parking for 260 cars
- Bathrooms open during summer – daylight hours

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

- Pavilion seats 64
- Play area and ball courts/fields available
- 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 80
- Two softball/baseball fields, one all-purpose field
- Two sand volleyball courts
- Off street parking for 175 cars
- Port-o-Johns available during summer

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

- Pavilion seats 64
- Play equipment and ball courts available
- Off street parking for 16 cars
- Port-o-Johns available during summer

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

- Multi-purpose field located across from basketball/tennis courts
- On street parking available
- Play equipment

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

- Play equipment, volleyball and ½ basketball courts available
- Two picnic tables and one grill

**Hodges Heights-** Located on Conway Rd

- Pavilion seats 48
- Off street parking available for 40 cars
- One tennis court, one basketball court and play equipment available

**George Park-** Located off Nyes Rd

- Pavilion seats at least 140
- Parking available for 280 cars
- Ball fields, soccer fields, in-line hockey rink and play equipment available

**Kings Crossing-** Located on Churchill Rd

- Multipurpose-field, play equipment and sand volleyball
- Pavilion seats 64
- Off street parking for 26 cars

**Lamplight**

- Located on Mayfair Drive
- On street parking
- Pavilion available with eight tables
- Port-o-John available during summer
- Basketball court, play equipment and multipurpose field available

## **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 AT THE BOTTOM OF THE FRONT SIDE OF THIS PARK PERMIT REQUEST FORM. GAS GRILLS REQUIRE SPECIAL PERMISSION. PLEASE CONTACT THE PARKS & REC DEPT AT (717) 657-5635.**