



20 _____	<b>RENTAL NUMBER</b> (Box for office use only)
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# OHIO TOWNSHIP

Allegheny County, Pennsylvania  
1719 Roosevelt Road, Pittsburgh, PA 15237

## RESERVATION DEPOSIT FOR FACILITY RENTAL

Contact Person: \_\_\_\_\_

Event Date: \_\_\_\_\_  
*(Please include day of week, month, day and year)*

**Check all that apply:**

**Nature Center**  
Security Deposit  
\$250 or \$300

Check # \_\_\_\_\_ Payable to **Ohio Township**  
*Note: The security/damage deposit must be dated the day of the event.*

**Outdoor Pavilion**  
Security Deposit  
\$250 or \$300

Check # \_\_\_\_\_ Payable to **Ohio Township**  
*Note: The security/damage deposit must be dated the day of the event.*

**Rental**  
Deposit

Check # \_\_\_\_\_ Payable to **Ohio Township**  
*Note: Final payment is due one (1) month prior to event date.*

*Optional: If you would like a brief message displayed on the electronic sign at the entrance to the park, clearly write the text you want displayed on the lines below. Your message will be cycled in with other township messages for the duration of your event. Please limit text to two lines, 16 characters per line.*

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# OHIO TOWNSHIP COMMUNITY PARK NATURE CENTER/PAVILION RECREATIONAL FACILITIES USE APPLICATION

RESERVATION DATE	EVENT START TIME	EVENT END TIME	TYPE OF EVENT	APPROX. # OF PEOPLE

**Opening/Closing Times:** Setup time is one hour before event start time (two hours for weddings). Cleanup must be completed within one hour after event's end time or before 11:00pm Friday-Sunday and 10:00pm Monday-Thursday.

<b>Organization/Renter</b>	<b>Contact Person</b>

<b>Contact's Cell Phone // Check if Preferred</b>	<b>Contact's Home Phone // Check if Preferred</b>	<b>Contact's Work Phone // Check if Preferred</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*Please check preferred phone number to be reached at.*

**Contact's Email Address**

**Mailing Address**

<b>City</b>	<b>State</b>	<b>Zip Code</b>

**Facility Requested for use (Check One):**

<input type="checkbox"/>	<b>NATURE CENTER</b>	<input type="checkbox"/>	<b>PAVILION</b>
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**FEES:** Please fill out the box below that corresponds with your rental date and facility. **A separate check for the security deposit must be submitted with rental paperwork, and dated the event date.** Pavilion rental rates are on the following page. Please note: There is no charge for the one hour setup and one hour cleanup times.

### NATURE CENTER:

#### OHIO TOWNSHIP RESIDENT RENTAL RATES: NATURE CENTER (Weekend, Friday-Sunday)

A: Security Deposit	= \$250
B: _____ hours x \$90/hour	= \$
C: Alcohol Fee (if applicable)	+ \$25
Rental Fee: (B + C)	= \$

#### NONRESIDENT RENTAL RATES: NATURE CENTER (Weekend, Friday-Sunday)

A: Security Deposit	= \$300
B: _____ hours x \$110/hour	= \$
C: Alcohol Fee (if applicable)	+ \$25
Rental Fee: (B + C)	= \$

#### NATURE CENTER (Weekday, Monday-Thursday)

A: Security Deposit	= \$250
B: _____ hours x \$50/hour	= \$
C: Alcohol Fee (if applicable)	+ \$25
Rental Fee: (B + C)	= \$

#### NATURE CENTER (Weekday, Monday-Thursday)

A: Security Deposit	= \$300
B: _____ hours x \$60/hour	= \$
C: Alcohol Fee (if applicable)	+ \$25
Rental Fee: (B + C)	= \$

**OHIO TOWNSHIP COMMUNITY PARK NATURE CENTER/PAVILION  
RECREATIONAL FACILITIES USE APPLICATION (cont.)**

Please fill out the box below that corresponds with your rental date and facility. **A separate check for the security deposit must be submitted with rental paperwork, and dated the event date.** Please note: There is no charge for the one hour setup and one hour cleanup times.

**OUTDOOR PAVILION:**

**OHIO TOWNSHIP RESIDENT RENTAL RATES:  
OUTDOOR PAVILION (Weekend, Friday-Sunday)**

A: Security Deposit	= \$250
B: _____ hours x <b>\$50</b> /hour	= \$
C: Alcohol Fee (if applicable)	+ \$25
Rental Fee: (B + C)	= \$

**NONRESIDENT RENTAL RATES:  
OUTDOOR PAVILION (Weekend, Friday-Sunday)**

A: Security Deposit	= \$300
B: _____ hours x <b>\$60</b> /hour	= \$
C: Alcohol Fee (if applicable)	+ \$25
Rental Fee: (B + C)	= \$

**OUTDOOR PAVILION (Weekday, Monday-Thursday)**

A: Security Deposit	= \$250
B: _____ hours x <b>\$25</b> /hour	= \$
C: Alcohol Fee (if applicable)	+ \$25
Rental Fee: (B + C)	= \$

**OUTDOOR PAVILION (Weekday, Monday-Thursday)**

A: Security Deposit	= \$300
B: _____ hours x <b>\$30</b> /hour	= \$
C: Alcohol Fee (if applicable)	+ \$25
Rental Fee: (B + C)	= \$

**MEETINGS:**

The Nature Center and pavilion can be rented for meetings (businesses, small groups, homeowners associations, etc.) at a rate of **\$25** for up to 3 hours. To schedule a date or to find out if you event qualifies for this pricing, please contact the parks and recreation director.

**OHIO TOWNSHIP COMMUNITY PARK NATURE CENTER/PAVILION  
RECREATIONAL FACILITIES USE APPLICATION (cont.)**

I understand and do hereby agree that:

1. Only those individuals authorized by the sponsoring organization/renter shall be permitted in the facility rented.
2. The signer of this agreement must be the individual who meets with a designated representative of Ohio Township at the beginning and at the conclusion of the event.
3. Individuals involved in any activity are limited to the use of the area indicated. Parents/Guardians are responsible for their children's behavior.
4. The Nature Center will be opened by a representative of Ohio Township, and it will be inspected by them at the end of the event. The renter must be present for the inspection at the end of the event.
5. The Community Park and Nature Center is smoke-free. Smoking inside the building is prohibited. Smoking is also prohibited on the Ohio Township Community Park grounds. If an individual attending your event is smoking, please have them dispose of the cigarette butt immediately in a designated ashtray near the entrance of the Nature Center.
6. ALCOHOLIC BEVERAGES ARE NOT PERMITTED IN THE PARK WITHOUT TOWNSHIP PERMISSION. Alcohol permit fees for rentals can be purchased for an additional \$25.
7. **Release of Liability:** The Renter and all participating individuals in the event sponsored by the Renter of the Ohio Township Community Park Facilities hereby absolve and agree to indemnify and to hold harmless from any liability whatsoever arising from the use of the Ohio Township Community Park, Ohio Township, its employees, officers, agents, and volunteers.
8. Reservations will only be accepted upon receipt of the security deposit, and the information required by this form. **Final rental payment is due in full one (1) month prior to rental date.**

I have read and understand the Rental Policy regarding the use of the Ohio Township Community Park facilities, and I agree to fully abide by its contents.

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**Signature**

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**Date**

BOARD OF SUPERVISORS

THOMAS R. BEATTY, Chairman  
653 Nicholson Road  
Sewickley, PA 15143

JAMES R. REID, Vice Chairman  
1731 Roosevelt Road  
Pittsburgh, PA 15237

HERBERT J. HARTLE, Supervisor  
254 Alcott Drive  
Sewickley, PA 15143



**OHIO TOWNSHIP**

Allegheny County, Pennsylvania  
1719 Roosevelt Road, Pittsburgh, PA 15237

MANAGER

JOHN L. SULLIVAN, JR.  
122 Deer Valley Drive  
Sewickley, PA 15143

SECRETARY

MARSHA E. GROM  
109 Kensington Drive  
Pittsburgh, PA 15237

Telephone – (412) 364-6321  
Fax – (412) 369-8182

***HOLD HARMLESS AGREEMENT***

It is hereby understood and agreed that Ohio Township will make available for recreational use park shelters, and other facilities and that I/we, the undersigned, acting on behalf of all participants, both individually and collectively hold harmless Ohio Township, its officials, agents, employees, and volunteers, from and against all claims for injuries to our program participants or invited spectators resulting from our/their use of these facilities.

It is understood that I/we accept this condition in return for the use of the park recreational facilities or buildings on the days and times made available by the township.

All participants should be notified that Ohio Township’s liability for injuries is limited as defined under the Political Subdivision Tort Claim Act (330-1978) and the Recreation Use of Land and Water Act. We agree to notify the parents or guardians of all minors that they and not Ohio Township will be responsible for expenses for medical treatment resulting from participation in any program/activity for which we have requested this authorization.

In addition, persons requesting the use of parks for concession purposes shall provide to the township certificates of product liability insurance insuring Ohio Township against damages arising from the sale of food products and providing defense coverage and costs including attorney’s fees as well.

The undersigned hereby acknowledges receipt of copies of all current Ohio Township rules and regulations concerning use of its parks and recreational facilities and agrees to notify all participants in its activities of same, and also to ensure that all participants and invited spectators abide by such rules and regulation. Failure to do so shall constitute grounds for revocation of any or all permits for usage.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## **OHIO TOWNSHIP COMMUNITY PARK NATURE CENTER/PAVILION CLEANING ACKNOWLEDGEMENT**

In order to ensure that the facility will always be clean and ready for use by the next person, the township requires that you acknowledge your responsibility of cleaning the facility rented after your event. Please sign below and return this form in advance of your rental date. A facility cleaning checklist will be provided to you the day of your rental.

In order to receive a full refund of your damage/cleaning deposit, there must be no damage to the facility and the following cleaning procedures must be adhered to:

1. Remove all debris, table paper, and tape from the tables, chairs and walls.
2. Clean spills and crumbs off tables and chairs.
3. Fold chairs and stack them on top of the tables.
4. Sweep all floors and dry mop any liquid spills.
5. Clean all spills and debris from on or inside refrigerator, microwave, sinks and counter tops.
6. Clean commodes and make sure they are flushed and not running.
7. Pick up all trash in and around the Nature Center and/or Pavilion.
8. Remove used trash bags from the receptacles (including ones in the bathroom) and place trash in dumpster (located in Nature Center Parking Lot) and place new bags in the receptacles.
9. Keep all hot containers on the heat shielded tables or counter tops.
10. Use the cutting boards provided by the park. Do not cut food directly on the counters.
- 11. Signs left behind will result in the loss of your security deposit.**
- 12. Use of helium filled balloons and confetti and/or glitter is strictly prohibited. Balloons stuck in the ceiling or glitter left behind will result in the loss of your security deposit.**

By signing underneath you acknowledge that you have read and understood the Cleaning Agreement. Cleanup must be completed within one hour after the end of the event, or by **11:00pm** (for weekend rentals), and **10:00pm** (for weekday rentals). By signing you give Ohio Township the right to withhold your security deposit if the facility is not cleaned to the above specifications.

By signing, you also agree to pay any and all costs that may exceed the cost of the security deposit if damage occurs.

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**Signature**

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**Date**

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**Print Name**

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**Reservation Date**

BOARD OF SUPERVISORS

THOMAS R. BEATTY, Chairman  
653 Nicholson Road  
Sewickley, PA 15143

JAMES R. REID, Vice Chairman  
1731 Roosevelt Road  
Pittsburgh, PA 15237

HERBERT J. HARTLE, Supervisor  
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# OHIO TOWNSHIP

Allegheny County, Pennsylvania  
1719 Roosevelt Road, Pittsburgh, PA 15237

MANAGER

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122 Deer Valley Drive  
Sewickley, PA 15143

SECRETARY

MARSHA E. GROM  
109 Kensington Drive  
Pittsburgh, PA 15237

Telephone – (412) 364-6321  
Fax – (412) 369-8182

Dear Renter:

You have inquired about renting the facilities at Ohio Township Community Park. We have enclosed a packet of information and the forms that must be completed and returned. If you have any further questions, or need additional information, please call the township office at (412) 364-6321.

Please note: Unless you are instructed otherwise, we cannot officially accept your reservation until we receive all of your completed forms and your rental deposit. We suggest that you get this in as soon as possible.

**Enclosed you will find the following:**

- Recreational Facilities Use Application
- Hold Harmless Agreement
- Rental Policy
- Information and Fee Schedule
- Cleaning Procedures and Acknowledgement
- Ordinance #268 (Park Rules and Procedures)
- Directions to Ohio Township Community Park

Please carefully read all the information and be sure you understand it, before filling out the Rental Application or signing the Hold Harmless Agreement and the Cleaning Acknowledgement.

After reviewing this information, determine your needs and fill out the applicable parts of the Recreational Facilities Use Application. Return the completed Use Application, Hold Harmless Agreement, and Cleaning Acknowledgement along with your reservation fee and damage deposit to:

**Ohio Township**  
**Attn: Andy Rubino**  
**1719 Roosevelt Road**  
**Pittsburgh, PA 15237**

Reservation for any of the park facilities is on a first come-first serve basis. Reservations will be recorded upon receipt of your fee deposit, completed Recreation Facilities Use Application, Hold Harmless Agreement, and Cleaning Acknowledgement. **Remember, you must submit two checks, one for your reservation deposit and another for the damage deposit.** Payment in full is due one (1) month prior to rental date.

**RETURN DOCUMENT CHECKLIST**

- Rental Fee (Check)
- Security/Damage Deposit (Check, dated day of event)
- Alcohol Permit Fee (if applicable)
- Recreational Facilities Use Application
- Hold Harmless Agreement
- Cleaning Acknowledgement

If you have any questions or difficulties, please call. Our goal is to provide you with the best possible facility for your planned activity.

Sincerely,

Andy Rubino  
Director of Parks and Recreation  
Ohio Township  
1719 Roosevelt Road  
Pittsburgh, PA 15237

# OHIO TOWNSHIP COMMUNITY PARK NATURE CENTER INFORMATION AND FEE SCHEDULE

## NATURE CENTER

### 1. NATURE CENTER AMENITIES

- a. **UPPER LEVEL INTERIOR:** Full use of upper level, which is wheelchair accessible by the outer Nature Center path. Access to the inside is only available through the rear doors of the building. A wheelchair is available if needed. Center is heated and air-conditioned, and includes restrooms, fireplace, coat area, tables, and chairs. A small kitchen is available and includes a sink, refrigerator, serving counter, dual ovens, range top, and a microwave. An ice machine is available. The provided tables and chairs are permitted for inside use only. Tables are rounded and five foot in diameter. Each table seats eight people comfortably. Three eight foot banquet tables and a corner table are also provided. Linens are not provided by the facility.

Nature Center can accommodate 72 people seated at tables. **Maximum occupancy of the Nature Center is 85 people.**

- b. **UPPER LEVEL EXTERIOR:** Large Patio, amphitheater, and outdoor fireplace. Grills, though, not provided, are permitted in designated outdoor areas. Parking is available in designated spots in the Nature Center lot and throughout the park. Vehicles are not permitted on the grass or Nature Center pathway (a push cart is available to transport items into the center).

**Driving a vehicle onto the walkway past the parking lot will result in a loss of your security deposit.**

### 2. NATURE CENTER RATES

- a. **Ohio Township Residents:**

Weekend: \$90.00/hour + \$250.00 refundable security deposit

Weekday: \$50.00/hour + \$250.00 refundable security deposit

- b. **Nonresidents:**

Weekend: \$110.00/hour + \$300.00 refundable security deposit

Weekday: \$60.00/hour + \$300.00 refundable security deposit

- c. Alcohol permit fee is \$25.00 (if applicable)

### 3. NATURE CENTER TIME RESTRICTIONS

- a. There is a **two hour** minimum and a **six hour** maximum on rentals, not including the built in setup and cleanup time.
- b. Setup time is limited to a **one hour** period prior to events and a **two hour** period prior to wedding events.
- c. Renters are not charged for setup time, unless it exceeds the maximum time allowed for event.
- d. The bar must close **one hour** prior to the end of the event.
- e. Music must end **thirty minutes** before the end of the event.
- f. Guests must be out of the building **fifteen minutes** after the end of the event.
- g. Cleanup must be completed within **one hour** of the end of the event or by **11:00pm on weekends**, and **10:00pm on weekdays**.

**OHIO TOWNSHIP COMMUNITY PARK OUTDOOR PAVILION  
INFORMATION AND FEE SCHEDULE**

**PAVILION**

**1. PAVILION AMENITIES**

A 36 feet in diameter hexagonal open-air pavilion available for parties, picnics, family reunions, etc. Six picnic tables are available for use in the pavilion. Electrical outlets are also available.

Parking is available in designated lots near the pavilion and throughout the park. Vehicles are not permitted on the grass or pathway. **Exclusive use of fields or playground is not included with a pavilion rental.**

**2. PAVILION RATES**

a. **Ohio Township Residents:**

Weekend: \$50.00/hour + \$250.00 refundable security deposit

Weekday: \$25.00/hour + \$250.00 refundable security deposit

b. **Nonresidents:**

Weekend: \$60.00/hour + \$300.00 refundable security deposit

Weekday: \$30.00/hour + \$300.00 refundable security deposit

c. Alcohol permit fee is \$25.00 (if applicable)

**3. PAVILION TIME RESTRICTIONS**

- a. There is a **two hour** minimum and a **six hour** maximum on rentals, not including the built in setup and cleanup time.
- b. Setup time is limited to a **one hour** period prior to events and a **two hour** period prior to wedding events.
- c. Renters are not charged for setup time, unless it exceeds the maximum time allowed for event.
- d. The bar must close **one hour** prior to the end of the event.
- e. Music must end **thirty minutes** before the end of the event.
- f. Guests must be out of the building **fifteen minutes** after the end of the event.
- g. Cleanup must be completed within **one hour** of the end of the event or by **11:00pm on weekends**, and **10:00pm on weekdays**.

## **OHIO TOWNSHIP COMMUNITY PARK FACILITY RENTAL POLICY**

It is the responsibility of the clients to read all the information in the following policy and related procedures.

- Section 1:*     **Reservation Date:** Rentals are based on a first come, first served basis. The signing of the Rental Agreement and payment of the required fees guarantees the reservation of the date of the event as set forth in the Rental Agreement. Deposit checks are payable and mailed to Ohio Township, 1719 Roosevelt Road, Pittsburgh, PA 15237. Rentals can be booked up to 8 months in advance for Ohio Township residents, and 6 months in advance for nonresidents for the following calendar year.
- Section 2:*     **Rental Fees:** See the Information and Fee Schedule included with the Rental Packet. Ohio Township reserves the right to adjust fees on an annual basis. If claiming resident status, the permit and all checks must be in the resident's name.
- Section 3:*     **Final Rental Payment:** The balance of the rental fee pursuant to the Rental Policy is due no less than one (1) month prior to the event.
- Section 4:*     **Damage Deposit:** A damage deposit must be submitted with the completed and signed rental packet. This must be a separate check from the rental fee. The date on the damage deposit should be the date of event. The Renter assumes all financial responsibility for any damage or loss to the facility rented. All rental parties are expected to leave the building and grounds clean and free of debris. Upon satisfactory inspection of the facility by the designated representative of the township, the total amount will be refunded within one week of the event date. If the facility is found to be in an unsatisfactory condition, or if any damage has occurred, the renter will forfeit the entire amount of the damage deposit.
- Section 5:*     **NSF Check Return Policy:** Individuals who submit an NSF check will be contacted and requested to make prompt payments in cash. In addition to the payment, a \$40 service charge will be due and collected at the time of payment. Failure to comply will result in loss of deposit and/or reservation date.
- Section 6:*     **Cancellations:**
- Written Cancellation – **MORE THAN 1 MONTH** before scheduled event  
                    The township will refund the Renter ½ of the rental deposit.
- Written Cancellation – **LESS THAN 1 MONTH** before scheduled event  
                    No refund will be made unless the township is able to rent the facility on the same date AND for the same rental fee.  
                    In the event the township is able to rent the facility on the same date AND for the same rental fee, the township will refund the Renter the total rental fee paid to the township, less the Rental Deposit Fee. Cancellation of a weekday event must be made at least a week in advance of scheduled event date.
- Section 7:*     **Nature of the Event and Activity:** Ohio Township reserves the right to limit the nature of activity on the park premises. Any activity beyond the approved event will be evicted from the facility.

- Section 8:*       **Facility Rental:** Refer to Information and Fee Schedule for use of items included in rental fee.
- Section 9:*       **Licensee:** Renter, and his/her guests, invitees and members stand as licensees in respect to the township.
- Section 10:*      Third Party Vendor Rider: Any Renter intending to provide activities or services such as caterers, tents, and/or special entertainment such as: bounce houses, petting zoo, pony rides, animal handlers, video game trailers, chain saw carver, etc. must use a third party vendor in compliance with this Rider. Ohio Township reserves the right to determine whether or not a third party contractor will need to provide an insurance certificate prior to participation in any event on township ground.
- Section 11:*      **Conduct of Guests:** Renter agrees to conduct the event in an orderly manner in full compliance of these policies, rules and regulations of the township. The Renter is solely responsible for his/her invitees, and members, and their compliance with these policies, rules and regulations of the township. The township reserves the right to expel any Renter from the park in the event that these policies, rules and regulations of the township are violated in connection with the event (with full forfeiture of any rental fees and damage deposit). ***The Renter may also be subject to fines and liability for any such violations.***
- Section 12:*      **Number of Guests:** Renter and his/her guests, invitees and members must adhere to the posted room capacity/maximum occupancy limits. The maximum occupancy limit for the Nature Center is 85 people.
- Section 13:*      **Smoking: SMOKING is NOT** permitted in the Nature Center. All discarded cigarettes, cigars, or cleaning of pipes, must be fully extinguished and placed in a safe container designed for that purpose outside of the building. Smoking is also prohibited on the Ohio Township Community Park grounds. If an individual attending your event is smoking, please have them dispose of the cigarette butt immediately in the designated container near the entrance of the Nature Center.
- Section 14:*      **Parking:** All vehicles **must** park in designated lots. In compliance with ADA federal regulations, handicapped parking is available in close proximity to all facilities. Vehicles are not permitted on the Nature Center pathway, or on any other park walkway or grassy area. Driving a vehicle on the walkway past the Nature Center parking lot will result in a loss of your security deposit.
- Section 15:*      **Deliveries:** Deliveries to the Nature Center will be permitted for purposes of drop off or pick up only; unless written permission is granted by a designated representative of the township.
- Section 16:*      **Food Service / Caterer:** The Renter of the Nature Center will have full use of the kitchen. The cleaning of the kitchen is the Renter’s responsibility. Any food or catering service can be used for events.
- Section 17:*      **Alcohol:** A permit fee is an additional charge if alcoholic beverages are being served at an event. The fee cost is \$25.00. The Renter is solely responsible and legally liable for serving alcohol to his/her invitees and guests in connection with the event and is subject to the provisions of **Section 11** above. The dispensing of alcoholic beverages is limited to 5 hours and is strictly forbidden during the last hour. All alcoholic beverages must be consumed inside the facility rented (i.e. Nature Center or Pavilion). Alcoholic beverages consumed in any other area of the park grounds, will subject the Renter and individual violator to fines and penalties as

prescribed in the Ohio Township Code or in applicable State Statutes. Violators will be prosecuted to the fullest extent possible. Renter may NOT charge or collect fees for service or provisions of alcohol at an Event. All alcoholic beverages must be distributed in non-breakable containers. Any individuals consuming alcohol must be 21-years of age or older. Beer trucks for rentals are not permitted on park property.

- Section 18:* **Children Attending Events:** Adult supervision, by the Renter, of all children in attendance at Events is required at all times.
- Section 19:* **Decorations and Signage: No helium filled balloons (of any kind) are permitted. Confetti and glitter are not permitted** in the Nature Center or Pavilion at any time. Use of unusual decorations must be approved by the township. Tape is permitted to secure tablecloths and can be used on walls (do not use duct tape or electrical tape, or anything that will leave a residue). Candles must be enclosed. In the event that your group's function requires signage, it must be approved by a designated representative of the township. All decorations and signage around the park must be removed immediately following the event.
- Section 20:* **Renter Admissions Fees:** The Renter is strictly prohibited from collecting an admission fee for any purpose on the premises.
- Section 21:* **Extra Provisions:** Additional chairs, tables, tents, equipment etc. must be discussed and approved in writing prior to the Event by a designated representative of the township.
- Section 22:* **Litter Provisions:** Litter, including without limitation, the throwing of confetti, artificial petals, glitter, rice, or releasing helium balloons/sky lanterns is strictly prohibited.
- Section 23:* **Photography:** Ohio Township reserves the right to photograph events for promotional purposes.
- Section 24:* **Open Flames:** Open flames such as camp fires are not permitted in the park. Grills are to be used in designated areas only.
- Section 25:* **Reservation:** The Township reserves the right to amend these policies at any time, and Renters shall be bound by the policies in effect at the time of the Event.
- Section 26:* **Indemnification Form:** Please make reference to the enclosed Rental Application. Sign and return the fee deposit to secure your reservation.
- Section 27:* **Additional setup time:** If the renter requests additional setup time prior to the event, Ohio Township reserves the right to charge a fee for the extra setup time. Hours, if available, must be discussed and approved by a designated representative of the township. Hours will be determined based on the availability of the township representative. A fee of \$45 per each additional hour of setup will be charged, and payment must be submitted in advance. Ohio Township assumes no responsibility and shall not be liable for any damage or loss of items brought into and left at the facility.

**ORDINANCE 268**  
**OHIO TOWNSHIP COMMUNITY PARK**  
**USE OF PARKS AND PARKLAND RULES AND REGULATIONS**

The following rules and regulations govern the use of all Ohio Township Parks and Parkland:

1. Groups of 10 or more persons shall not use a rental facility for any purpose without first obtaining a permit from Ohio Township.
2. All parks and parkland of Ohio Township shall be open daily to the public between sunrise and sunset. No person, other than authorized employees of Ohio Township shall be in any park area from sunset to sunrise, unless participating in an approved event.
3. No person shall injure, deface, remove, cut, or damage any of the trees, plants, shrubs, turf, buildings, structures, or fixtures therein or any other property of Ohio Township located within a park area.
4. Equipment shall not be left in such a location as to inhibit the use of a playing field or create a safety hazard.
5. No person shall dispose of any litter on park grounds. Excess litter shall be removed by the user of the park.
6. No person shall injure, destroy, deface, or remove any notice, rule, or regulation posted at any place within any park area.
7. No person shall bring any alcoholic beverage into any park area either for his/her own use or for the use of any other persons. The only exception for use or possession of alcohol is stated within the signed rental agreement accompanied by an alcohol permit in conjunction with a rental facility.
8. Beverages in glass bottles are prohibited in park areas.
9. With the exception of Ohio Township equipment, motorized vehicles are not permitted on park grounds not designated as parking areas or roadways.
10. Gambling or games of chance, drunkenness, disorderly, or indecent conduct and profanity or offensive language is prohibited.
11. No person shall wash, clean, polish, grease, lubricate, or otherwise make repairs to any motor vehicle in any park area, except when emergency repairs of a minor nature are needed.
12. Playing fields shall not be used for contact sports such as football, rugby, or soccer when the ground is wet and the turf may be damaged.
13. Horseback riding is prohibited in any area of the park, including trails and roadways.
14. Persons holding picnics shall clean up and place all waste paper and other refuse in receptacles provided for that purpose.

15. Permits for the use of park buildings, shelters, fields, or areas are hereby required and may be obtained only by persons over 21 years of age.
16. Grass areas shall not be used for roadways, parking, or for other purposes, which may injure or destroy the turf or landscaping except when authorized by Ohio Township for special events.
17. Buildings, fences, fountains, statuary, benches, signs, or other structures shall not be damaged or defaced in any way.
18. Pets are **NOT** permitted in any park area.
19. Fires may not be built or allowed anywhere in the park other than in grilles or stoves provided for that purpose and must be extinguished before leaving. No person shall throw away or discard any lighted match, cigar, or cigarette in the park.
20. Peddlers, picnic parties or any other person shall not sell or offer for sale any article or service for hire within the limits of any park or set-up therein any stand or booth for such purpose or distribute or display handbills, cards, or advertisements of any nature what-so-ever unless duly authorized to do so by written permission from Ohio Township.
21. Games, contests or sports are permitted only in areas designated for such use and in no case shall be used by permitted in areas where lawns or planting may be injured or where such games or contests may interfere with park regulations.
22. Moving of picnic tables or other park equipment is prohibited.
23. Activities of a nature not permitted by these regulations may be engaged in only by special permit issued by the Ohio Township Recreation Committee or Recreation Director upon written application therefore and under the conditions specified in such special permit.
24. Camping is not permitted in any area of the park, except by authorized permit.
25. Charging a fee for teaching skills and/or giving instructions in any of the Ohio Township parks, play centers or athletic fields by individuals and/or groups may be undertaken after obtaining a permit from Ohio Township for that purpose.
26. Archery and firearms of any nature including air guns, and projectile instruments of any type including bb guns and paint ball guns are prohibited from use within any park area.
27. Anyone using the parks or parkland shall observe all posted parking restrictions. Any activity, which generates parking in excess of that available at the site, must make alternate parking/busing/carpooling arrangements. Ohio Township reserves the right to preclude the simultaneous use of park facilities when it is felt that such dual use might create parking or other problems. Groups having a valid use permit shall have priority over any group not having a permit.
28. It is prohibited to throw, discharge, or otherwise place in the water of any fountain, pond, lake, stream, or other body of water in or adjacent to any Ohio Township park. This also applies to any tributary, stream, storm sewer, or drainage flowing into such waters, any substance, matter or thing, liquid or solid, which will or may result in the pollution of said water.

29. It is prohibited to bring in or dump, deposit or leave any bottles, broken glass, ashes, paper, boxes, cans, dirt, rubbish, waste, garbage, refuse, or other trash on any park land.
30. Permits to reserve Ohio Township Recreational Facilities will be issued on a first-come first-serve basis. Applications must be made on forms provided by Ohio Township. The issuance of any such permit is conditioned upon strict adherence to these Rules and Regulations and any violation hereof shall be cause for revoking the permit. Ohio Township also reserves the right to refuse to issue a permit or to revoke a permit without cause.
31. Changes to the park of any type including but not limited to construction, installation, painting, or landscaping must be approved by the Ohio Township Recreation Committee. Storage for athletic equipment or any such related supplies will be prohibited for any area of the park. A written request and drawing detailing the change must be submitted.
32. The use of all public address systems, radios, stereos and any other sound amplification device shall be used in a manner consistent with Ohio Township's Noise Ordinance 210 except for approved events.
33. Any person, partnership, or corporation violating any provision on these Rules and Regulations shall be deemed as a summary offense, punishable by a fine of up to \$300.00, and/or up to 90 days incarceration.

## ***DIRECTIONS TO OHIO TOWNSHIP COMMUNITY PARK***



*325 Nicholson Road, Sewickley, PA 15143*

***FROM THE NORTH:***

Take I-79 South to Exit 68 (Mt. Nebo Road). Turn left onto Mt. Nebo Road. Travel up the hill and turn left onto Nicholson Road. Go approximately ¼ mile to park entrance on the left. The park is located across the street from Eden Christian Academy.

***FROM THE SOUTH:***

Take I-79 North to Exit 68 (Mt. Nebo Road). Turn right onto Mt. Nebo Road. Travel up the hill and turn left on Nicholson Road. Go approximately ¼ mile to park entrance on the left. The park is located across the street from Eden Christian Academy.

***FROM PITTSBURGH:***

Follow I-279 North to the Camp Horne Road Exit. Bear right at the bottom of the ramp onto Lowries Run Road. Turn left at the first light onto Mt. Nebo Road. Travel approximately 2 ¾ miles until you reach Nicholson Road. Make a right onto Nicholson Road. Go approximately ¼ mile to park entrance on the left. The park is located across the street from Eden Christian Academy.

***FROM THE EAST AND WEST:***

Follow the best route to I-79 or I-279 and follow the directions above.

***PLEASE NOTE:*** *The main park entrance is located on Nicholson Road. Some GPS Apps will lead to a gated park entrance on Red Mud Hollow Road that is locked. Entrance to the park is accessible via Nicholson Road.*