

Baldwin Borough 2019 Field Permits

Welcome to another exciting 2019 Field Permit Season. We're looking forward to a bright, sunny season instead of the cold winter! To have your field permit considered, they must be submitted in full to the Borough BEFORE the deadline of March 8th, 2019 at 4:30 pm.

The Borough is still in the process of improving our Borough Parks & Rec facilities for all of the community to enjoy. We ask for your continued patience during the construction process. Updates about the park redevelopment can be found on our website: baldwinborough.org

Every year the Borough receives field permit requests from an array of organizations and clubs. The Borough strives to be fair and judicious in the assignment of field times to each of these requesters. The Borough will give priority field assignments to organizations that have an established and positive experience of field usage, and then to organizations that serve the largest number of Borough residents. The final allocation of field permits is decided by Borough Council at their March meeting.

There is a set of rules and regulations for using the park. We ask that you adhere to these rules at all times. Please help us protect our fields by not only respecting the established rules, but enforcing these rules with other participants in your planned activities.

Permit applications must be filled out **completely** or they will be rejected. In addition, your organization's insurance certificate and Hold Harmless agreement must be attached to your permit application.

Please note that all applications are due by March 8, 2019. You can submit the applications via email (tgenilla@baldwinborough.org), fax (412-882-4940), or US Mail.

The Borough will be charging a \$25.00 deposit fee for those coaches requesting the use of a Municipal Field Light key. The \$25.00 deposit will be collected at the time a key is signed out and returned when the key has been signed back in to the Borough.

If you are requesting an evening field permit, you will need to pay \$92/night of the week for the electric field lights. Payment will be due at the time the permit is issued.

Thank you for your continued support of the Borough. I wish you much success in the coming season.



Sincerely,

Robert Firek
Borough Manager



BOROUGH OF BALDWIN

Edward Moeller, President
James Behers
Chad Hurka
Michael Stelmasczyk
David Depretis, Mayor

Marianne Conley, Vice President
John Egger
Francis Scott
Robert Firek, Borough Manager

2019 SEASON FACILITIES PERMIT APPLICATION

Permittee: _____

Representative: _____

Address: _____ City, State, Zip _____

Phone: _____ Email: _____

ALTERNATE CONTACT:

_____	_____
Name	Address
_____	_____
City, State and Zip	Phone

This is a conditional permit application for temporary use of a Borough field. The permit if granted, is for use of the designated field only for the days and times listed. You and your organization are obligated to keep the field in good and safe condition at all times and to use the field only in accordance with the listed purpose. Any problems with the field or Borough Facilities are to be reported to the Borough Manager promptly.

ROSTERS MUST BE SUBMITTED BEFORE THE SEASON BEGINS. In the event that permit requests exceed the availability of fields, the Borough shall consider the number of residents on the roster, as well as the number of years the organization has used Borough fields. The Borough reserves the right to refuse a permit to any requester.

Facility: _____

Days Requested: M T W T F S S Dates Requested _____

Times: _____

Signature of Permittee Date: _____

Signature of Organization Officer Date: _____

APPLICATIONS MUST BE RECEIVED BY: **March 8, 2019**
Permits received after March 8th, will not be accepted.

Please attach Agreement & Insurance Certificate

\$250 (Two Hundred Fifty Dollar) Fee for Non-Youth Leagues

Completed Forms to be returned to:
BOROUGH OF BALDWIN
Tammi Hagan, Administrative Assistant
3344 Churchview Avenue
Pittsburgh, PA 15227
Fax: 412-882-4940
tjenilla@baldwinborough.org



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Facilities Hold Harmless Agreement (MUNICIPAL FIELDS)

It is hereby understood and agreed that the Borough of Baldwin will make available for recreational use park and/or recreational facilities and that _____, the undersigned, acting on behalf of all participants, and/or invited attendees, hold harmless the Borough of Baldwin, its officials, agents, employees and volunteers from and against all claims for injuries resulting from the authorized use of these Municipal facilities.

It is further understood that the **PERMITTEE** accepts this condition in return for the use of: _____ **(FIELD/S)** on the days and times made available according to the Borough of Baldwin. In issuing this permit, the Borough of Baldwin makes no warrant as to the suitability or condition of the facility for which the permit is being issued.

All participants should be notified that the Borough would both be responsible for injuries except as defined under the Political Subdivision Tort Claims Act (330-1978) and The Recreational Use of Land and Water Act. The PERMITTEE agrees to notify the parents or guardians of all minors that they and **NOT** the Borough of Baldwin, will be responsible for expenses for medical treatment resulting from participation in any program/activity for which we have requested this authorization.

DATE OF EVENT: _____

Agreed this _____ day of _____, 20____

Signature of Permittee

Date

Address, City, State, Zip

Telephone No.

Please forward to:

BOROUGH OF BALDWIN
Tammi L. Hagan, Administrative Assistant
3344 Churchview Avenue
Pittsburgh, PA 15227
tgenilla@baldwinborough.org

Please attach this completed Hold Harmless agreement to your field permit application if a Certificate of Liability Insurance is not provided.



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James Behers
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Michael Stelmasczyk
David Depretis, Mayor

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Francis Scott
Robert Firek, Borough Manager

Dear Key holders,

The Borough will be charging a \$25.00 deposit fee for those coaches requesting the use of a Municipal Field Light key. The \$25.00 deposit will be collected at the time a key is signed out and returned when the key has been signed back in to the Borough.

It is the responsibility of said person to use this key for the sole purposes of his permit and to please return your key at the end of the season.

Said person shall be responsible for any lost key and must report same to the Administration as soon as possible.

Date Signed out:	
Name of Coach :	
Team Name:	
Name of key holder:	
Address, City, State, ZIP:	
Phone number:	
Signature of key holder:	

Date signed back in:	
Signature of key holder:	

Thank you,

The Borough of Baldwin



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RULES & REGULATIONS FOR THE USE OF BOROUGH **OUTDOOR** FACILITIES

1. All facilities shall be open to the public, unless a permit has been issued.
2. Any person or organization having a permit issued by the Borough shall have the right to use the facility during the times indicated on the permit.
3. **NO GLASS** bottles are permitted in the park. Cans and plastic recyclables must be placed into the recycling container at the park. Beer to be in kegs or cans. Parties are subject to the Liquor Control Law.
4. The park should be returned to the condition it had been found. Rubbish must be bagged properly and placed in the corner of the grove. If possible, excessive rubbish should be brought home for regular trash pickup.
5. The permit holder is responsible for general cleanup of any debris created by the permit holder or his/her group.
6. Persons or groups who leave the facility in unsatisfactory condition will be refused future permits.
7. The person or persons to whom the permit is issued agrees to be responsible for any damage or injury done to the premises, facilities, equipment, and other properties in or on the grounds of the Borough promptly.
8. Since Borough activities and/or work assignment have priority on all facilities, all permits are subject to suspension or cancellation by the Borough should conflicts arise.
9. Permits may be revoked at any time for infractions of these Rules and Regulations.
10. **NO** pets are permitted in Borough Parks!

Thank you for your following our Rules and Regulations. Have a great year!