

**WHITPAIN TOWNSHIP
DEPARTMENT OF PARKS & RECREATION**

**WENTZ RUN PARK
GROUP USAGE & RENTAL POLICIES**

Wentz Run Park is a 49-acre multi-purpose outdoor recreation facility centrally located in Whitpain Township. The Parks and Recreation Department maintain the park for your enjoyment. The following information answers questions most frequently asked about the use of Wentz Run Park.

RESERVATIONS

- Permits authorizing group usage are available beginning February 1st of each year. Permits are obtained through the Parks Department. Call (610) 277-2400 x 374 during regular business hours – 8:30 a.m. to 4:30 p.m. Monday through Friday.
- Once the permit is signed and payment is received, copies of this permit will be on file with the Park Attendants, Whitpain Township Police and Parks & Recreation Department. The permit holder is required to bring the pink copy of the permit with them during their event. All organized leagues/camps must supply insurance certificate, naming Whitpain Township as additional insured, with Security Deposit payment.
- All parties using outside caterers/mechanical rides, etc. must provide Township with copy of their insurance certificate, also naming Whitpain Township as additional insured, at the time Security Deposit is paid.
- Permit indicates which facilities / fields / date / time for scheduled permitted use. Please check your copy for ACCURACY.
- During your rental, you are entitled to exclusive use of the area indicated on your permit. All other areas are for shared use unless other patrons also hold a permit on specified facility/field.
- Time frame noted on permit INCLUDES set up and clean up. Please do not arrive prior to time shown on permit and make sure you are cleaned up and ready to go by the time noted.

RENTAL PERIODS:

Weekdays
10:00 am-7:30 pm

BALL FIELDS/COURTS
Any 2 hour period
(Additional time charged by the hour)

Weekends
9:00 am—7:30 pm

Weekdays
10:00 am-7:30 pm

PICNIC PAVILION ONLY
Any 3 hour period
(Additional time charged by the hour)

Weekends
10:00 am—7:30 pm

Only when Concession
Not being used by public!

CONCESSION PAVILION ONLY
Any 3 hour period

Weekends
9:00 am—8:00 pm

SECURITY DEPOSIT

\$200 – Required for all groups renting the Pavilion at Wentz Run Park

\$ 25 – Required for any group using the Ball Fields or Courts on a continual basis

Security Deposits must be submitted to Whitpain Township Parks and Recreation Department upon booking the facility. This fee assures us that you will abide by the rules set forth on these pages as well as the Park Regulations written on the back of the pink copy of your permit. All **Security Deposits** are returned within two weeks of your event unless a violation is reported by the Whitpain Township Police Department or our Park Attendant. You will be notified by mail prior to any penalty being assessed.

PERMIT FEES

Fees must be received in the Whitpain Township Parks and Recreation Department's office at least ten (10) business days **BEFORE** your scheduled event, unless otherwise directed by the Parks & Recreation Director.

RULES & REGULATIONS

The following is **NOT PERMITTED** in Wentz Run Park:

Activities before 9 a.m. or after dusk

Alcohol or drugs

Fireworks / Open Fires

The following is **NOT PERMITTED** unless special permission is granted by Whitpain Township Parks and Recreation Department and is recorded on the signed permit copy held in the office, with the Park Attendant and the Police Department:

Pets or other live animals

Volleyball or Horseshoes played in grass areas of the park

Live music or DJ

Vehicles on track or maintenance roads

Vendors

ELECTRICITY

Service is available to groups using the Concession Stand and Picnic Pavilion. This service must be requested when filling out permit application. A 50' heavy-duty outdoor extension cord will be provided – if needed please note on permit. The Park Attendant will show you the outlet to use.

WATER

Access to large quantities of water from the building spigot is limited. Any need for running water must be **pre-approved** by the Whitpain Township **Parks and Recreation** Department staff or the Whitpain Township **Police** Department.

PARK ATTENDANT

This individual is a representative of the Township. ***Compliance with any directives from this staff individual is expected.***

CANCELLATIONS / INCLEMENT WEATHER / REFUNDS

WEEKEND RENTAL - You are expected to notify the Whitpain Township Parks and Recreation Department by 12 noon on Friday if you are canceling your Facility Permit.

WEEK DAY RENTAL - Notification for cancellation will be expected 12 noon the day before your scheduled event.

REFUNDS – Refunds are honored in full for inclement weather. If you must cancel your rental for any other reason within 10 days of your event, you will be charged an administration fee of 10%. The administration fee will not exceed \$25.

WHITPAIN TOWNSHIP

PICNIC PAVILION FEES

RESIDENT & TOWNSHIP BUSINESSES ONLY!

Group Type Required	0-75 People	Over 75 People	Per Hour over 3 Hrs	Security Deposit
Resident	\$120	\$195	\$40	\$200
Civic Assoc.	\$120	\$195	\$40	\$200
Business	\$180	\$300	\$60	\$200
School Dist.	\$180	\$300	\$60	\$200

Price quoted is for 3 hours
Includes use of charcoal grill(s)
Water and Electric must be noted on permit

Rain Date:

You may reserve the picnic pavilion for an alternate date (rain date). The cost to do so will be 50% of your primary date permit charge. This fee is non-refundable. The security deposit used for the primary date permit will be sufficient for the rain date permit.

(example: Primary Permit Fee = \$120
Rain Date Fee = \$ 60 ***non-refundable***)

Security Deposit refundable if:

- No excessive littered trash / food thrown on and around grounds
- No damage to structure / furnishings / grills
- Observance of Park Ordinance 237 – posted on Park Bulletin Board (located by Concession Stand)

CONCESSION PAVILION
PERMITS NOT AVAILABLE
WHEN CONCESSION STAND IN USE BY THE PUBLIC

No water / electric / grills available in the concession pavilion area

	Maximum 50 People for 3 Hour Period	Security
Resident	\$ 90	\$200
Business	\$150	\$200

FIELD RENTAL

Wentz Run Park	Resident	Business
Baseball / Softball / Soccer / Volleyball / Basketball / Horseshoe / Multi-Purpose		
One Game (2 hours)	NC (\$30 per add'l. hour)	\$ 75 (\$50 per add'l. hour)
Multiple Use (Max 12 weeks-2 hours /wk)	\$ 360 (\$15 per add'l. hour)	\$ 600 (\$25 per add'l. hour)

Stony Creek Sports Park	Resident	Business
Hockey Rink		
Minimum 2 hours - No Lights	\$ 75	\$100
Minimum 2 hours - With Lights	\$125	\$150
Minimum 3 times - No Lights	\$ 50 per use	\$ 75 per use
Minimum 3 nights - With Lights	\$ 75 per use	\$100 per use

SPORTS CAMPS
INCLUDES PRIVATE LESSONS

Contracts	
Basketball / Volleyball / Tennis Courts (1 week)	\$ 250 per court plus \$200 Security Deposit
Soccer Fields (1 week)	\$ 300 per field plus \$200 Security Deposit
Baseball/Softball (1 week)	\$ 300 per field plus \$200 Security Deposit

Note:

If registration for any camp is less than 35 participants –Charge is \$8/per person in lieu of facility charge

Reminder:

No sport camps will be permitted use until Insurance Certificate is secured.
 Certificates must be received with the Security Deposit.