

## Guidelines for use of the North Warren Presbyterian Church Community Park and Pavilion

### How may I reserve the pavilion?

Reservations for the pavilion and park may be made by contacting the church office at (814) 723-5060. A schedule of when the pavilion is reserved will be posted on our website [www.nwpcchurch.org](http://www.nwpcchurch.org).

For a donation, the public and church members may reserve the pavilion and park on a "first come, first serve basis" for a specified period of time. Church activities and events have priority. You are more than welcome to use the playground, but it will remain open to the public during your rental. Water and electric are available at the park at no charge. The key for the water is available upon request at the church. If needed, the church can be open for the use of restroom facilities during your event. Please call a day or so ahead and remind us to open the church building.

### My responsibilities are:

- Wipe off tables and sweep. The church is not responsible for cleaning prior to events.
- Bring my own grill if needed. The church requests that the grill be set up outside of the pavilion. We suggest using the area between the pavilion and the parking lot.
- An additional tent/canopy may be set up on the grassy area.
- Daylight hours are preferred, but may be extended with permission.
- Recorded or live music may be used. Please be respectful of our neighbors and play music which is appropriate. Music with obscene lyrics is not permitted.
- Please be careful with the use of decorations. **Clean up all decorations completely.** Please remove all tape and strings, do not use staples to attach signs or decorations to the pavilion.
- No tape or staples may be used to attach signs or decorations to the community park sign.
- Use of alcohol and tobacco are not permitted in the playground or park, which includes the parking area.
- Tables may be rearranged but please place them back in their original positions.
- **Please remove your own garbage.** Please tie up the garbage bag and place it in the dumpster behind the North Warren Community Center across the street.

The park and pavilion are privately owned community facilities. The church expects that the grounds be left as clean, if not cleaner than when you arrive. Please respect the park and pavilion. If you or your guests do not follow these guidelines you will not be allowed to use it again in the future.

Rental Date \_\_\_\_\_ Rental Times \_\_\_\_\_

Name/Organization \_\_\_\_\_

Event \_\_\_\_\_ Email \_\_\_\_\_

Use church for rest room use only? YES: NO: Key for water and electric YES: NO:

Address \_\_\_\_\_

Telephone \_\_\_\_\_ I understand that I am responsible for any damages caused by my guests or me.

\_\_\_\_\_  
(Signature) \_\_\_\_\_ (Date)

**PLEASE KEEP ONE COPY FOR YOURSELF AND RETURN ONE COPY TO**

NORTH WARREN PRESBYTERIAN CHURCH  
200 SOUTH STATE STREET  
WARREN, PA 16365  
(814) 723-5060