



# FREEDOM MEMORIAL PARK PAVILION RESERVATION FORM

Please contact the Millersville Borough Office to make a pavilion reservation.

Today's Date \_\_\_\_\_

## **BOUNCE HOUSE, POOLS, TENTS & OTHER TEMPORARY STRUCTURES**

Due to underground electrical and other underground utilities, temporary structures are limited to Pavilion A rentals only and require a signed Liability Waiver from Millersville Borough. Structure locations will be assigned when Liability Waiver is issued. A Certificate of Insurance may also be required.

Effective January 1, 2024

**Pavilions: (please circle one below)**

**Pavilion information on attached form.**

**Pavilion A**

Capacity: 100

Flat Rate: \$75.00

**Pavilion B**

Capacity: 70

Flat Rate: \$75.00

**Pavilion C**

Capacity: 50

Flat Rate: \$40.00

**Effective January 1, 2018:  
No charcoal or gas grills are  
permitted throughout the park,  
with the exception, of the  
charcoal grills provided by  
reserving Pavilion A.**

**Picnic tables in the pavilions  
shall not be moved.**

**Date Requested:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **AM/PM TO:** \_\_\_\_\_ **AM/PM**

**Approximate Number of People Expected:** \_\_\_\_\_ **(not to exceed pavilion capacity)**

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

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Address of Contact Person:** \_\_\_\_\_

**Name of Organization (if any):** \_\_\_\_\_

**Use of Ball Field (Please circle one)**      **Yes**    **No**    **(\$10.00 fee when reserved with a pavilion)**

**Use of Rutter Gazebo (Please circle one)**    **Yes**    **No**    **(\$40.00 fee when reserved with a pavilion)**

## **RESERVATION CANCELLATIONS OR CHANGES**

**(No refunds are applied for events that are cancelled due to weather related issues)**

Any date or pavilion change made to the original reservation will be assessed a \$10.00 fee.

If the reservation is cancelled 2 weeks or less before the scheduled reservation: **No refund**

If the reservation is cancelled more than 2 to 4 weeks before the scheduled reservation: **50% refund**

If the reservation is cancelled more than 1 month before the scheduled reservation: **90% refund**

**Comments regarding Freedom Memorial Park can be made in writing to the Park Commission c/o Millersville Borough.**

## **OFFICE USE ONLY**

**01.342450**

**Release Form Required:** Yes or No

**Pavilion B Code:** \_\_\_\_\_ **Fee:** \_\_\_\_\_ **Amount Paid:** \_\_\_\_\_ **Check #** \_\_\_\_\_ **Date Paid:** \_\_\_\_\_