

**Hampden Township Recreation and Parks Department  
Picnic Pavilion Reservation Request**

Name/Group Name: \_\_\_\_\_

Address: \_\_\_\_\_

Group Representative: \_\_\_\_\_ Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Type of Activity: \_\_\_\_\_

Date(s) and Time(s) of requested use: \_\_\_\_\_

\_\_\_\_\_

Number of people expected to attend: \_\_\_\_\_

Does this event include plans for concessions, vendors, rented equipment or caterers?

YES NO

If "Yes", please describe the details of the activity include names of vendors, rental company or caterers. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- Facility Requested:    \_\_\_\_\_ Hampden Park Pavilion  
                                  \_\_\_\_\_ Creekview North Park Pavilion  
                                  \_\_\_\_\_ Creekview South Park Pavilion(Limited use)  
                                  \_\_\_\_\_ Conodoguinet Youth Park Pavilion (Special use)  
                                  \_\_\_\_\_ Salem Park Pavilion (Limited use)

I/we have read the guidelines regarding use of the Township Facilities and agree to assume responsibility for observance of these regulations. I/we shall agree to assume all responsibility for any damages incurred beyond normal wear and tear and I/we also assume all liability for personal damages or injuries incurred through use of the facility and relieve Hampden Township and its officials of any responsibility for such activities. I/We understand that a portion of the rental fee may be non-refundable and may not be returned in case of cancellation.

\_\_\_\_\_

Group Representative

Date

PLEASE RETURN RESERVATION REQUEST AND RESERVATION FEE, IF REQUIRED, TO:

HAMPDEN TOWNSHIP RECREATION DEPARTMENT

230 S. SPORTING HILL ROAD, MECHANICSBURG, PA 17050-3097

PAYMENT BY: MASTERCARD/VISA # \_\_\_\_\_ EXP DATE \_\_\_\_\_

SIGNATURE OF CARD HOLDER \_\_\_\_\_