

Application for Use of Zindel Park Checklist

Please consider the following rules and regulations for the use of Zindel Park, outlined in Ordinance No. 963 and 858, before making your request:

1. There are no restroom facilities or running water
2. There is no electricity
3. Alcohol is prohibited
4. Fires are prohibited
5. Visitors and guests must stay away from the small dam and the water pool in the interest of safety
6. The City of Lock Haven mows the area and cleans up any debris. However, it is not maintained in a “park-like” manner, so applicants may want to look over the area beforehand and mow the grass lower if necessary
7. The area must be cleaned upon leaving after the ceremony
8. The use of tents or shelters on the property are prohibited

The following tasks must be completed to receive permission to use Zindel Park, at least three (3) weeks prior to the requested event:

- Applicants must complete the attached Use Request Form, which will be taken before Council for approval
- Applicants must sign a liability waiver
- Proof of liability insurance may be required, depending on the size and type of activity
 - If liability insurance is required, the following must be listed as additional insured:
 - The City of Lock Haven
 - Lock Haven City Authority
 - The Nature Conservancy
- Keys may be obtained from City Hall, Department of Community Life, and must be signed out.
 - There will be a \$25 deposit for keys, and if are not returned, applicants will forfeit the deposit.
- There is a \$25 Administrative Fee for use of the park, which must be paid before the keys are provided.
 - This is in addition to the \$25 deposit for the keys.

Upon receiving application, The City of Lock Haven will confirm the availability of the park, and it will be taken before Lock Haven City Council for final approval. The City will provide a letter to The Wayne Township Supervisors and The Lock Haven City Authority to confirm they are aware of the use of the property.



Date of Submission: _____

City of Lock Haven
Application for Use of Zindel Park

Applicant's Name: _____ Applicant's Organization: _____
(if applicable)

Applicant/Organization _____ Phone: _____
Address: _____

Email: _____

Other Contacts: _____ Phone: _____ Email: _____

_____ Phone: _____ Email: _____

Date of Activity: _____ From: _____ To: _____

Rain Date (if applicable) _____ From: _____ To: _____

Type of Activity: _____ No. of Participants Expected: _____

Please describe your proposed activity in detail: (add additional sheets if necessary)

Applicant will need to submit the following with this application:

- Signed liability waiver (may be signed when signing out key)
- Certificate of Liability Insurance with additional insured listed accordingly (when applicable):
 - City of Lock Haven
 - Lock Haven City Authority
 - The Nature Conservancy

Applicant recognizes and agrees that the use of area designated will be strictly limited to the dates and hours requested. The applicant agrees to hold the City of Lock Haven harmless from and indemnify the City against any loss or damage of any kind including costs and attorney fees incident to or resulting in any way from any claim, action, demand, or judgement brought against the City or recovered against the City by any and all persons on account of any damages or injuries, either personal or property damage, without limitation, caused directly or indirectly as a result of the said site.

All requests are on a first come, first served basis.

NOTE: Proof of insurance may be required, depending on size and type of activity.

Applicant's Signature: _____ Date: _____

OFFICE USE ONLY:

Date of Council Action: _____ Certificate of Insurance required/ lists all additional insured? _____

City Authority and Wayne Township Supervisors notified on: _____

Key Signed out by: _____ on: _____ Key Signed in by: _____ on: _____