

Community Recreation and Environmental Center Rental Application

Name: _____

Address: _____

Phone: _____

Email: _____

Township Resident: Yes No

Business (any paid employees): Yes No

Check requested area and write times desired:

Gym- full court: <input type="checkbox"/>	Environmental room: <input type="checkbox"/>
Gym- half court: <input type="checkbox"/>	Multi-use room (full)*: <input type="checkbox"/>
Exer-wall: <input type="checkbox"/>	Multi-use room (half)*: <input type="checkbox"/>
	Deck: <input type="checkbox"/>
	Catering kitchen: <input type="checkbox"/>

*Please select the room set-up you would prefer:

(Found on the [CREC Rental](#) website): A B C D Other

Times available: Saturday: 1-10 pm Sunday: 12-8
pm Mon-Fri: 7 am-8 pm

Date: _____ Time: _____

Brief description of your event:

(Please note: No alcohol is allowed at the CREC without the [alcohol permission form](#).)

Will money be collected? No For what reason? _____

Number of parking spots required: _____

Number of people attending: _____

How did you hear about rental opportunities at the CREC?

If you have any questions about rentals please see our FAQs on our website:

www.haverfordtownship.com

Please name the person who will check in with the front desk upon arrival.

Name: _____

Our staff will communicate with them if needed during your event.

I am aware of the following (Please initial):

_____ I should not arrive prior to the time I reserved. The time frame listed on my application includes my set-up and clean-up time. My guests must leave at the end of my rental time.

_____ 30 minutes before my end time, a staff member will notify me so I can begin cleaning up.

_____ Any damages incurred will be my responsibility.

_____ No alcohol is permitted without prior approval.

_____ No smoking is allowed in or within 50 feet of the building.

_____ I need to be respectful of other users during my rental time.

_____ All guests must remain in the areas I have rented except for use of the bathrooms closest to my rental space.

_____ No one under age 18 may leave the building and return unless accompanied by an adult.

_____ There must be at least one responsible adult present for every 12 people under age 18.

_____ The police will be called if the staff suspects any illegal activity. The Township reserves the right to cancel an event at any time, without refund, for inappropriate behavior.

I am aware that I am responsible for all the people attending my event. I have read and understand the terms of my rental and will communicate these terms with my guests.

Signature _____

Date _____

Haverford Township reserves the right to decide which events are appropriate for the CREC.

We will contact you by email to let you know if your application is approved.

Payment must be made within 72 hours of notification.

You can pay online by credit card or in person with check, cash, or credit.