**Unionville Park Pavilion Reservation Form**

**(Your reservation is not complete or guaranteed until we have received your completed form either by email/ fax or delivered in person to the Township.)**

East Marlborough Township

721 Unionville Road

Kennett Square, PA 19348

610-444.0725 phone

 610-444-1380 fax

permitclerk@eastmarlborough.org (email)

**Group Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Group Type: ( ) Individual ( ) Non Profit ( ) Government ( ) Other**

**Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­\_\_\_\_\_\_\_\_\_\_**

**Contact Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of the Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Time of the Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Purpose of the Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Number of Attendees: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Rules of the pavilion:**

1. Please place the flyer provided by the township on the pavilion during the time of your event
2. Maximum attendance is 40 people/20 cars
3. Smoking and alcoholic beverages are not permitted on Township grounds.
4. Trash must be placed in receptacles. No trash should be left on the ground or in the pavilion.
5. The meeting organizer/contact is responsible for maintaining good order. Any damage must be reported to the Township immediately.
6. The Township reserves the right at any time to prohibit, cancel, rescind, or limit the use of Township event space regardless of prior approval for use for any reason whatsoever.