



Public Notice

The Pine Creek Township Supervisors give all reservation and event planning to its Recreation Committee of their parks, the Avis Little League Park on Henry Street, Jersey Shore, PA 17740 and Woolrich Community Park on Ball Field Lane, Pine Creek Township, PA 17745.

Any organization interested in using the park(s) for any public or private event you must contact Pine Creek Township Recreation for approval. We have a calendar of use so we can keep the park organized and user friendly.

PARK RULES AND REGULATIONS

- The park is open from Dawn to Dusk.
- **No** tobacco and alcohol are permitted in the park.
- Parking inside the park is restricted to legally marked handicap vehicles only. Parking availability is the parking lot out back and along Park Ave on the stoned area. NO parking on any grass surface around and inside the park. If renting the pavilion(s), you can park when unloading and loading only. Move the vehicle to the designated parking areas stated above. Violators will be prosecuted. Parking is not permitted in the old Woolrich Outlet Parking Lot.
- **NO** driving on the walking path.
- Overnight camping is not permitted.
- Do not move the picnic tables.
- Leashed pets are welcome. We ask that you clean up after your pet.
- Baseball diamond use is restricted to the large field only if not already rented out. The Woolrich Little League Fields are not for public use.
- Loud music/DJ is not permitted.
- Please keep the park clean and in good condition by using the trash barrels provided.

Contact:

<https://Pinecreektownship.com>

570-660-4993

pctrec23@gmail.com

PINE CREEK TOWNSHIP PARKS



We have the following rentals available at Woolrich Community Park:

- Three pavilions: All come with use of picnic tables, charcoal grill, bathrooms, horseshoe pits, a playground area, open ball field (if not rented), electricity, and the walking path (private events only-no profit)
- Baseball/Softball Fields from July-October for organizations only
- Coming soon: Facility Use for Public Event
- Coming soon: Ziegler Museum (the cabin)

RESERVATIONS

Reservations can be made by contacting: **Amy Friedman at 570-502-4332 or pctrec23@gmail.com** or go to our **website below and click RESERVATIONS.**

FACILITY USE FOR PUBLIC EVENT

1. Must set up meeting with Board to explain event
2. Proof of Insurance
 - a. event insurance
 - b. vendor insurance for each entity
 - c. all insurance must be given one month prior to event to be approved
3. Rental fee: \$_____
4. Percentage of each vendor (need amt) or vendor fee
5. Traffic Plan
6. Specific areas of park being used
7. Advertising must use our logo and link (written and social media)
8. Map of how it will be set up
9. **NO** parking on grass. Must use parking lot and stoned parking area along Park Avenue **only**.
10. Must obtain event plan approval (3) months prior to the event.
11. Signed User agreement for renter/vendor(s)/committee

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12. Prepayment of all fees (timeline?)
13. Rental Includes: 3 pavilions, water, electric, parking areas, grass areas (No parking), and (more)

PAVILION USE

1. Proof of Insurance
2. Rental fee
3. Reason for Rental
4. If profiting, vendor fee plus their insurance
5. Traffic plan if using vendors
6. All Advertising (written and social media) must use our logo and link
7. Signed User Agreement
8. Prepayment of all fees.

CABIN USE

1. Proof of Insurance
2. Rental fee
3. Reason for Rental
4. If profiting, vendor fee plus their insurance
5. Traffic Plan
6. Advertising must include our logo and link
7. Signed User agreement
8. Prepayment of fees

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RESERVATION FEES

- Facility Use for Public Event: TBD with vendor fees
- Pavilion: \$60.00 for each pavilion (private event only)
- Pavilion with vendor(s): \$__ plus vendor fee\$__ (if community outreach, vendor fee will be waived)
- Baseball/Softball Fields: TBD
- Ziegler Museum: TBD
- A cancellation fee may apply if canceled within a week of the event.
- Parking in undesignated areas will be subjected to a fine.
- Send check or money order to Pine Creek Township Recreation Fund, Attention Amy Friedman. Send to Pine Creek Township Recreation P.O. Box 283, Woolrich, PA 17779.
- All revenue accumulated from these fees are for the PCT Recreation Fund for park improvements, additions, maintenance, and community events.

We thank you for your cooperation. Please enjoy your stay and come back again!

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