

BOROUGH OF GORDON
324 EAST PLANE & OTTO STREETS
P.O. BOX 51
GORDON, PENNSYLVANIA 17936-0051
Office Hours: Monday to Friday 8am to 1pm
www.gordonborough.com



Phone Area Code 570
Office: 875-4909
Fax: 875-3155

GordonBoro@ptd.net

Pavilion Rental Contract

*Name: _____ *Phone: _____

*Email Address: _____

*Address: _____

Organization Name: _____

Organization Address: _____

Organization Phone Number: _____

*Date & Time Requested: _____ from _____ to _____

* Is electricity needed? _____

*Activity to be held: _____

This form must be submitted seven days prior to the requested date. No exceptions will be allowed. Violations of park rules and regulations will result in the revocation of this permit.

For Official Use Only

Date form submitted: _____ Reviewed by: _____

Is proof of residency attached? _____ Approved by: _____

Fee paid: (\$50 per day) _____ Cash _____ Check _____

***Required field**

Make checks payable to the *Borough of Gordon*

GORDON BOROUGH IS AN EQUAL OPPORTUNITY EMPLOYER AND PROVIDER

PAVILION POLICY

1. The pavilions will be assigned on a first come –first serve basis. Gordon residents have preference of dates and times.
2. All request forms must be submitted to the Borough of Gordon, for review by the park committee, no later than 7 days prior to the requested date. No exceptions will be made.
3. Rain dates are not automatically assigned and must be requested after the original requested date has passed.
4. The borough will issue a permit to those parties that meet all of the above requirements. The original permit, along with the person to whom the permit was issued, must be present at the field at the time of the scheduled activity. This permit must be presented to a borough official or the police department if requested.
5. No alcohol or open fires are permitted in the park or on the field. BBQ's are permitted in the pavilion areas only.
6. Garbage cans are provided by the borough and are emptied by the borough. Please clean up after your event and leave the area in the same condition as it was found. If you notice damage to the area upon your arrival, please take note and contact a borough official or the borough office immediately.
7. All other rules of the park, posted on the sign outside the park, apply to any event being held.