

Mondauk Common FUND RAISING WALK-A-THONS

Why choose Mondauk Common for a Walk-a-thon?

- ◆ an easy access 1.0 mile stonedust walking track
- ◆ a cross-park path intersects the park & returns to the main lot
- ◆ centrally located rest rooms just off the main lot
- ◆ Central Pavilion offers a location for registration, announcements and give-aways
- ◆ Park Attendant is on site to assist you
- ◆ SiteWatch staff checks in to make sure that the event is running smoothly

Types of fund-raising events that are not permitted:

Township ordinance requires a special permit in order to allow commercial, for profit or fund raising activities in a public park.

Fairs, carnivals, festivals and similar activities are events that conflict with the open, public use of Mondauk Common. These events are not permitted.

A. RESERVATIONS FOR YOUR EVENT

1. Contact the office and check on a available dates. Start at least two (2) months ahead. Rain dates are scheduled only if paid for in advance.
2. Schedule an appointment to meet with UDP&R staff to discuss event. Your preferred date will be held.
3. Once you have met with UDP&R staff to discuss your event and the event is approved, a permit will be written.
4. UDP&R and UD Police Large Group Permit Request forms must be completed and approved for groups expecting to exceed 100 people. Forms are available at UDP&R office or at our website, www.upperdublin.net under Documents & Forms/Parks & Rec.
5. A fee will be charged based upon the date and length of the event, the number of people expected, the number of facilities requested and the amount of UDP&R staff supervision required for the event.
6. A \$200 Security Deposit (refundable-usually within 10 days after event) is required of all permit holders.
7. Certificates of Insurance are required of any organization conducting a walk-a-thon as well as for any commercial entertainment or amusements.
8. Commercial vendors and/or rented amusements are allowed in the park ONLY with pre-authorization by UDP&R via a permit. This type of permit is issued to the group or organization hiring the vendor or renting the amusement as part of their event. An additional fee may be charged.

B. RENTAL PERIODS & FEE SCHEDULE

1. Rental periods are 9 a.m. to 1 p.m. or 3 p.m. to 7 p.m. Each additional hour is \$10 and must be pre-paid.

| # Involved in Event | U.D. Twp. Organization | Non-Twp. Organization | Alcoholic Beverage Permit |
|---------------------|------------------------|-----------------------|---------------------------|
| Up to 25 | \$ 35 | \$ 70 | \$ 25 |
| 26 to 50 | \$ 65 | \$100 | \$ 50 |
| 51 to 75 | \$ 95 | \$150 | \$ 75 |
| 76 to 100 | \$125 | \$200 | \$100 |
| 101 to 150 | \$185 | \$300 | \$150 |
| 151 to 200 | \$250 | \$400 | \$200 |

C. RULES AND REGULATIONS FOR USE

Violation of any of the following rules will result in a penalty assessed against your Security Deposit once brought to the attention of UDP&R:

1. No Smoking (new regulation)
2. Mondauk Common will remain open to the general public during this event.
3. The event organizer (the person to whom the permit is issued) must be at least 21 years of age.
4. This must be a specific purpose event. Individuals, groups and organizations may not organize a walk-a-thon to raise general operating funds.
5. Due to parking limitations, event participation should not exceed 200 – including participants and event organizers. Large Group Permit requests must be completed and approved for groups expected to exceed 100 people.
6. Advertisement of the event must be limited to the local area. This **excludes** PSA's on television and radio stations as well as press releases in regional newspapers.
7. There can be NO SALES of ANY KIND (food, tickets, raffles, chances, etc.) However, donated or purchased food, water, t-shirts, prizes, etc. may be given out to participants.
8. There can be NO SOLICITATION to participate in the event (signs, flyers, posters, word-of-mouth) within the park boundaries. If a park user voluntarily inquires about the event, then (s)he may become informed and involved.
9. Signs and banners are limited to the Central Pavilion.
10. The Central Pavilion must be rented during the event. This allows for a control area for the event that does not interfere with other uses of the park. Tables and tents/tarps may not be set up at other areas in the park, such as near the track for check points or water stations.
11. DOGS and WHEELED RECREATIONAL VEHICLES are strictly prohibited.
12. Electric and water are available at the Central Pavilion. UDP&R electric and water may not be used for rented amusements (rock wall, dunk tank, etc.)
13. DJ's, live music and PA systems are NOT permitted.

14. Nails, tacks and poles may not be used to hang signs or banners. Hooks, found on every pole in the Central Pavilion, may be used to tie up signs.
15. Adhering to "times" listed on the permit is extremely important. "Time in" is the time that you may enter the park and begin setting up for your event. "Time out" is the time that you must have concluded your event, cleaned up and be leaving the park.
16. ALL OTHER PARK USE RULES & REGULATIONS MUST BE FOLLOWED. PLEASE CHECK, READ AND UNDERSTAND ALL INFORMATION THAT HAS BEEN GIVEN TO YOU BY UDP&R – permit, rules and regulations and the Standard Penalties information.

D. ENFORCEMENT OF RULES

Park Attendants and SiteWatch staff are UDP&R's representatives at Mondauk Common. Compliance is expected with any directives issued by Park Attendant, SiteWatch, UDP&R staff or the Upper Dublin Police. SiteWatch staff provides supervision of Township and School District field and facility use under the direction of the Department of Parks & Recreation. SiteWatch employees have the full authorization of the Township and School District to check compliance with permits as well as inform group users and the general public of Township and School District regulations regarding use.

Violation of rules or directives results in a penalty. (See **Standard Infraction Penalties** list)
Permit Holder must be aware of all rules in this brochure and on the front and back of the permit. All guests in permit holder's group must follow these rules.

E. STANDARD INFRACTION PENALTIES

It is the responsibility of each permit holder (*the person whose name appears on the permit as the "Contact Name"*) to know and understand the rules and regulations for use of the permitted facility.

These rules and regulations accompany every issued permit in three forms: (1) specific information written on the front of the permit, (2) a brochure mailed/distributed with the permit and (3) general rules printed on the back of the permit.

It is the responsibility of the permit holder to inform and enforce facility use regulations among those attending their event or activity or risk being penalized.

When Upper Dublin Township Staff* becomes involved in enforcing regulations, penalty fees are assessed against the Security Deposit on file in the UDP&R Office. A list of Standard Penalties follows. There may be situations that call for an adjustment to the listed fines (more or less severe). The decision to alter the listed fine rests with the Director of Parks & Recreation after incident reports and shift reports are reviewed.

*Upper Dublin Township Staff = UDP&R professional or maintenance staff; SiteWatch; Mondauk Common Park Attendants; Robbins Park Site Supervisors or the Upper Dublin Police

Standard Infraction Penalties List

| Infraction | Penalty (Single Use Permit) |
|---|--|
| 1. Smoking | \$ 25 1 st warning \$ 50 2 nd warning \$200 if Police intervention needed |
| 2. Dog in park with group | \$ 25 if removed on 1 st request \$ 50 need 2 nd request \$200 if Police intervention needed |
| 3. Glass jars / bottles brought in by group | \$ 25 if removed on 1 st request \$ 50 need 2 nd request \$200 if Police intervention needed |
| 4. Keg or Ball with tap (beer or soda) | \$ 25 if removed on 1 st request \$100 need 2 nd request \$200 if Police intervention needed |
| 5. Alcohol w/o permit or hard liquor | \$ 25 if removed on 1 st request \$100 need 2 nd request \$200 if Police intervention needed |
| 6. Illegal substances or underage drinking | Loss of \$200 Security Deposit plus Police intervention |
| 7. Number in group exceeds # on permit | Assessed 2X the cost of the additional people. \$200 if Police intervention needed |
| 8. Arrive early or stay beyond time listed on permit | Assessed 2X the cost of the additional people. \$200 if Police intervention needed |
| 9. Trash not: (a)cleaned up or (b)properly disposed of in containers provided | \$50 - \$200 assessed depending on the number of township staff and length of time needed to clean up |
| 10. Illegal parking | Warning if moved on 1 st request \$ 50 need 2 nd request \$200 if Police intervention needed |
| 11. Vandalism, Theft, Damage | Group assessed cost of repairs or replacement; must be paid within two weeks of invoice |
| 12. Other infractions | Handled on a case-by-case basis |

MONDAUK COMMON PHONE

Office phone (emergency use only) (215) 646-5850

DIRECTIONS

- 1. FROM PA TURNPIKE EAST/WEST/309 NORTH:** Exit turnpike at #339 (old #26)/FORT WASHINGTON (toll). Take 1st ramp onto 309 NORTH. Take first exit, HIGHLAND AVE. At end of ramp, bear RIGHT onto HIGHLAND AVE. LEFT at 1st traffic light onto FORT WASHINGTON AVE. Continue to 1st traffic light - turn RIGHT onto SUSQUEHANNA ROAD. Make 2nd LEFT onto DILLON ROAD. Main lot is 2nd lot on right.
- 2. FROM 309 SOUTH/MONTGOMERYVILLE:** Exit at BUTLER PIKE. At end of ramp, bear RIGHT onto BUTLER PIKE. LEFT at 1st traffic light onto SUSQUEHANNA ROAD. Cross first signalized intersection at Ft. Washington Ave.; make 2nd LEFT onto DILLON ROAD. Main lot is 2nd lot on right.
- 3. FROM RT. 73/BLUE BELL & SKIPPAK and CHESTNUT HILL/BETHLEHEM PIKE:** Rt. 73 EAST to intersection with BETHLEHEM PIKE (St. Thomas' Church). Make a HARD LEFT onto BETHLEHEM PIKE. Follow Bethlehem Pike to 1st traffic light at the gas station across from the "Beef & Ale"; RIGHT onto PENNSYLVANIA AVE. Make quick LEFT onto FORT WASHINGTON AVE. Follow Fort Washington Ave. to 2nd traffic light; RIGHT onto SUSQUEHANNA ROAD; then 2nd LEFT onto DILLON ROAD. Main lot is 2nd lot on right.

