Manheim Borough Non-Street Special Event Application

A "Non-Street Special Event" is defined as any event held within the Borough of Manheim that will NOT affect a public roadway owned or maintained by the Borough of Manheim/Commonwealth of Pennsylvania and to which the general public is invited or advertised to be invited. This includes, but is not limited to, events and charitable organization fundraising activities held in Market Square and at borough parks. For events that will affect a public roadway, please use the Public Streets Special Event application.

- Applications must be submitted at least thirty (30) days prior to the event.
- Application must be completed in its entirety. Applications received without the above noted requirements will be returned. Attach any additional information if needed.

NAME OF ACTIVITY EVENT: ENB Pigs in the Park

DATE OF ACTIVITY EVENT	RAIN DATE	START TIME	END TIME
8/17/2024	None	7am	2pm

LOCATION: Manheim Veterans Memorial Park

NAME OF ORGANIZATON OR GROUP HOSTING: Ephrata National Bank

ADDRESS OF ORAGNIZATION OR GROUP: PO Box 457, Ephrata 17522

ARE ROAD CLOSURES NEEDED: Yes (No)

IF YES, THIS FORM MAY NOT BE USED – PLEASE COMPLETE THE MAJOR SPECIAL EVENT APPLICATION:

HAS APPLICANT NOTIFIED LOCAL BUSINESSES AND RESIDENTS IN AREAS THAT WILL BE IMPACTED BY THE EVENT?
Yes (No) No impact
If not, notifications to all businesses and residents in the area affected by the event will be required to be provided at least 14 days prior to the event, and/or at such other advance time as determined by the borough.

CONTACT PERSON NAME: Debbie Kerchner

PHONE NUMBER: (717) 721-5299 [redacted]

ADDRESS: 31 E Main St., PO Box 457, Ephrata PA 17522

EXPECTED ATTENDANCE:

GENERAL INFORMATION ABOUT ACTIVITY EVENT:
Pigs in the Park - Children in community hunt for piggy banks.

OFFICIAL USE ONLY

DATE RECEIVED:	DATE APPROVED:	APPROVED BY:	
EVENT STAFF NEEDED: ☐ YES ☐ NO	NUMBER NEEDED:	BARRICADES NEEDED: ☐ YES ☐ NO	NUMBER NEEDED:

TOTAL COSTS:
Police: Public Works: Office Staff:

Mail completed applications to: Manheim Borough
15 East High Street, Manheim, PA 17545
Or email to BoroughManager@ManheimBoro.org

Manheim Borough Release & Waiver Agreement

I hereby apply to the Borough of Manheim to rent and use the public facility(s) / location(s) as stated in the attached Activity Permit Application for Manheim Veterans Memorial Park, from 7am am/pm to 2pm am/pm. I understand that by utilizing these facilities, I will engage in activities that expose myself and my guests to normal risks of injury or harm associated with nature, sporting events, activities, picnics, social gatherings, music events and recreational activities.

I agree that I am responsible for my own safety and the safety of my guests. I further agree to produce a safe event or activity as permitted pursuant to an approved Activity Permit Application. I assume all risk and responsibility of damage to the property of the Borough of Manheim as it relates to my activity and my use/misuse.

I agree to defend, indemnify and hold harmless the Borough of Manheim, its agents and representatives from any and all liability whatsoever, either known or unknown, including by way of illustration only and not limitation, death, personal injury and/or property damage arising from my activity.

I agree fully and forever release, discharge and agree not to sue the Borough of Manheim, any of its officials, elected or appointed, employees, past or present and contractors, past or present, sponsors or their officers, directors, agents, employee representatives, and successors for any loss, damage or expense brought onto me, anyone acting on my behalf, or anyone else because of conduct attributed to me. I agree that this release and waiver shall be construed and interpreted according to the law of the Commonwealth of Pennsylvania. I understand and agree that this release and waiver shall be binding upon my heirs, successors, assigns and any personal representatives acting on my behalf.

I have read the above items of the release and waiver, understand them, agree to abide by them and hereby acknowledge that I understand the release and waiver. I am at least 18 years of age and legally authorized to sign this document.

[redacted]	Debbie Kerchner	2/11/2024
Signature:	Printed Name:	Date: