

Parks and Recreation 2026 Rental Fees

Definitions:

Resident: An individual or organization who resides in or keeps corporate offices within the Borough of Pottstown as defined by the Pottstown School District tax map.

Nonresident: Any individual or organization who does not reside in or keep corporate offices within the Borough of Pottstown as defined by the Pottstown School District tax map.

Per Day: Charges assessed for use during a single 24-hour period between 12:00 AM and 11:59 PM. Charges will be the same for rentals billed *per day* regardless of the actual amount of time the facility is used or occupied. Park use only applicable during operating hours as defined in Borough Code

Monthly: Charges assessed for use during a single calendar month, period between 12:00 AM on the first day of the month and 11:59 PM on the last day of the month. Charges will be the same for rentals billed *monthly* regardless of the actual amount of time the facility is used or occupied. Park use only applicable during operating hours as defined in Borough Code and in a manner consistent with the intended use of the facility.

Athletic Field: Any defined area of the park designated for sports play incorporating natural or artificial turf, including baseball and general athletic fields or pitches.

Sports Court: Any defined area of the park designated for sports play incorporating hardscape, including basketball courts and tennis courts.

Recurrent: Rental occurring two or more times per calendar week.

Half-Day: Occurring during the period of 8:00 AM to 1 PM or 1:30 PM and seasonal park close.

Weekend: Occurring at any time Friday, Saturday or Sunday

Athletic Field Rentals

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| Athletic Field Single 2-hour use: per field, per occurrence | \$60 |
| Athletic Field Recurrent 2-hour use: per field, per occurrence | \$25 |
| Athletic Field Half-Day: per field, per day | \$145 |
| Athletic Field Full-Day: per field, per day | \$300 |
| Athletic Field Monthly: per field | \$1500 (terms and conditions apply) |
| Athletic Field preparation (dragging and/or lining) per field. | \$120 |

Pavilion, Sports Court and Other Outdoor Facility Rentals

* denotes electrical service included in price.

| | Resident | Nonresident |
|--|-----------------|--------------------|
| *Memorial Park Pavilion Weekend and Holidays: per day | \$185 | \$200 |
| Memorial Park Pavilion Mon-Thurs: per day | \$115 | \$150 |
| Memorial Park Gazebo: per day | \$75 | \$95 |
| Memorial Park Island: per day | \$275 | \$325 |
| *Terrace Lane Park Pavilion: per day | \$100 | \$125 |
| Riverfront Park Rotary Pavilion or Amphitheater: per day | \$100 | \$125 |
| *Riverfront Park 5K Package: per day | \$175 | \$200 |
| *Riverfront Park SRT Picnic Pavilion Fri-Sun: per day | \$185 | \$200 |
| Riverfront Park SRT Picnic Pavilion Mon-Thurs: per day | \$100 | \$125 |
| Riverfront Park SRT Pavilion - Education Session: per day | \$25 | \$40 |
| Chestnut Street Park Pavilion: per day | \$65 | \$90 |
| Sports Court Single 2-hour session: per court, per occurrence | \$45 | \$55 |
| Sports Court Recurrent 2-hour session: per court per, occurrence | \$25 | \$45 |
| Parking Lot at Trilogy Park: per half-day | \$50 | \$75 |
| Smith Family Plaza: per half-day | \$50 | \$125 |
| General Park Rental Default Rate: per program area, per day | \$40 | \$60 |

The rental rates identified above are specific to the use of the Pottstown Parks and Recreation facilities. They do not include additional services such as waste removal, portable toilets, and other staffed services. Sports courts and athletic fields may be utilized for casual use as indicated in Borough Code, Chapter 16 when not subject to exclusive rental. See also Pottstown Parks and Recreation Facility and Equipment Rental Agreement for full terms and conditions.

Additional Fees & Service Charges and/or Permit Requirements may apply for special events operated in the Pottstown Park System. It is required that you contact the Parks and Recreation Department to discuss requirements for special events for which participation and/or admission fees are to be charged or anticipated attendance is in excess of 75 persons.

Event and Service Fees:

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| Fee for events with 200 or more attendees: per program area, per contract | \$125 |
| Fee for events with 500 or more attendees: per program area, per contract | \$350 |
| Print advertising: per sign | \$55 |
| Reimbursement Rate - Parks Worker I & II: per staff person, per hour | \$90 |
| Security Deposit Contract under \$300 (refundable): per program area | \$50 |
| Security Deposit Contracts over \$300 (refundable): per program area | \$100 |
| Electrical Services: per location, per day | \$40 |
| Commercial Event Fee: per program area, per contract | \$85 |

Cancellation Fees and Penalties

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| Cancellation Fee Program Registration: | \$30 |
| Cancellation Fee Rental Contracts under \$300: per contract | \$30 |
| Cancellation Fee Rental Contracts over \$300 | 10% of total facility rental charges |
| Trash Removal Penalty: per contract | \$40 |
| Late Fee for Program Tuition Nonpayment: per registrant, per week | \$30 |

Equipment Rentals

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| Tables (6' rectangular): per unit (5 unit minimum) | \$8 |
| Chairs: per unit (15 unit minimum) | \$2.50 |