



Ringling Hill Fire Company

815 White Pine Lane, Pottstown, PA. 19464
Phone 610-323-0474 * Fax 610-323-0408
Pavilion Rental: 484-940-7866 Phone or Text
www.ringinghillfireco.org

Dial **911** for all Emergencies

Date of Pavilion Use: _____

Name: _____

Street Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____ Email _____

Contact person if organization: _____ Phone: _____

Contact address: _____

Number of people expected to use pavilion: _____

Deposit amount paid \$ _____

Balance of \$ _____ due _____

How should your refund be handled: Please check appropriate line

_____ Receive a refund check- made payable to: _____

_____ Keep for donation

_____ Keep for next years deposit _____ next year date

**Alcoholic beverages are allowed. However, the Ringling Hill Fire Company
is not responsible or liable for any intoxicated persons.**

This is an outside pavilion and the fire company is not held liable for weather conditions.

The following rules must be followed while on Ringling Hill Fire Co. property:

- 1) A responsible adult must be in charge of serving alcoholic beverages.
- 2) This person must check for underage drinking. **No one under 21 years of age is to be served alcohol.**
- 3) The person in charge of serving alcohol must also check for intoxication and discourage all intoxicated persons from driving.
- 4) Offer transportation to all intoxicated persons.

Signature: _____ Date: _____

Rates: Basic cost is \$275.00. You pay \$ 100.00 deposit when you reserve your date. This is for 200 people. One month before your scheduled event you need to send the balance of \$175.00 to the fire house address on front page. If you leave the pavilion in the condition that you found it, you will receive a \$50.00 refund, unless you have chosen another option on the first page.

Up to 200 people - \$275.00 (including \$100.00 deposit)
201 up to 400 people-\$350.00 (including \$100.00 deposit)

Arrival: Not before 10:00 AM

Departure: 11:00 PM on Fridays and Saturdays
10:00 PM on Sundays through Thursdays

Tables: **Do not** remove tables from under the roof. If you wish to rearrange the tables you can, but please **do not** drag them. Absolutely no thumbtacks or staples are to be used on the tables, please use tape.

Clean Up: Empty all garbage/trash cans into the dumpsters provided at the fire house. Put new garbage/trash bags (also provided by fire company) in the garbage/trash cans. Make sure bathrooms are left in a presentable manner.

Parking: Parking on Saturdays – On the stone parking lot at the rear of the firehouse or on grass to the south and east side of the pavilion. **DO NOT** park on the blacktop lot. Make sure the person in charge keeps track of this during the rental. **DO NOT** park on the park road and **DO NOT** park under the pavilion or the backside. **DO NOT** park on the concrete pads in front or side of firehouse- these are for firetruck and ambulance use only.

Parking on all other days: All the same Saturday rules but **you may** park on the parking lot to the west of the main firehouse building.

Parking for small pavilion is to the east and north of the small pavilion and grass areas.

Please remember do not block any roadways or intersections as fire trucks may need to get thru.