



2 Race St, Pittsburgh, PA 15218
Ph: 412-242-4824, Fax: 412-242-4027, www.edgewood.pgh.pa.us

Koenig Field Request

Date Submitted: _____

Requested Location: _____

(Field A, Field B, Triangle, Batting Cage, Tennis, Pickleball)

Contact/Requestor Name: _____

Resident

Non-Resident

**Proof of residency is required*

Organization* (if applicable): _____

**Note: all leagues/organized groups pays the non-resident rate, even if a member is a resident. Anyone who falsely rents the field as a resident on behalf of a league will forfeit the permit and fee and be barred from making future reservations.*

Address: _____

Street

City

State

Zip

Phone: _____

Email: _____

Requested Dates:

One-Time Day: _____ Start Time: _____ End Time: _____

Recurring (Please complete ALL information below)

Start Day: _____ End Day: _____

Day of Week Recurring: _____ Start Time: _____ End Time: _____

This is a conditional permit application for temporary use of the Borough field. Use of the field is not guaranteed until a permit has been issued, following receipt of all required forms and payment. If granted, the permit is for use of the field only at designated days and times. You may use the field only in accordance with the listed purpose. Failure to follow these and any other conditions may result in forfeiture of fees and future use of the field.

Fee Schedule

Rental fee is to be PAID IN FULL no later than ONE WEEK prior to rental date. Changes to permits must be made to the borough office at least two days prior to the permit date. Payment can be completed online or submitted via cash or check, made out to 'Borough of Edgewood', to the Borough Office, M-F during business hours, or checks may be mailed to: Edgewood Borough, 2 Race St, Pittsburgh, PA 15218

Resident			
	1 hour	3 hour	6 hour
Field A	\$30	\$45	\$90
Field B	\$30	\$45	\$90
Triangle	\$15	\$25	\$50
Batting Cage	\$15	\$25	\$50
Tennis	\$10	\$20	\$40
Pickleball	\$10	\$20	\$40

Non-resident			
	1 hour	3 hour	6 hour
Field A	\$45	\$90	\$180
Field B	\$45	\$90	\$180
Triangle	\$20	\$40	\$80
Batting Cage	\$20	\$40	\$80
Tennis	\$20	\$40	\$80
Pickleball	\$20	\$40	\$80

Field Use Information

Time for warm-ups and all pre/post-game activities must be included in reservation. The permit holder must relinquish the field or playing court at the end of the permitted time. Rentals are limited to one "season" with the borough having final determination over the length of the rental agreement. No rental shall exceed three months without council approval. When renting the whole field, both Field A and Field B must be rented by the organization to ensure access. Tennis courts are for Tennis play only and Pickleball courts are for pickleball play ONLY.

No refunds given for rain outs. The Department of Public Works has final authority regarding rain outs to prevent damage to the field and playing surfaces. The borough will attempt to reschedule all cancellations in a timely manner. The borough periodically performs maintenance on park facilities, and a permit holder will be refunded if that maintenance interferes with the use of the field or other facility.

Koenig Field is a public park and the facilities are intended for use by the general public. Therefore, the public has priority over unpermitted organized activities. No fees may be charged for admission to any part of the premises.

Signature: _____ Date: _____

*This request can be emailed to office@edgewoodboro.com,
mailed or delivered to the Borough Building.*

Koenig Field Use Rules

- By requesting Koenig Field, you agree to abide by the following Koenig Field Rules.
- The field is closed for use from dusk until dawn.
- Pets are not permitted on Koenig Field. Alcoholic beverages, tobacco products, firearms, as well as any illegal substances are not permitted on Koenig Field.
- Absolutely no biking, rollerblading, skateboarding or playing of any other sport or activity is permitted on the tennis or pickleball courts.
- When using the field, all people will treat each other respectfully and use courteous language.
- You (and your group/organization) are obligated to keep the field in good and safe condition, with the field and structures to be left in the same state as they were found.
- Vehicles are to park in approved areas (gravel lot and street parking). No double parking or parking on the track is permitted.
- Vehicles cannot obstruct entranceways and must obey all posted signs and traffic laws.

Violators will be ticketed and towed.

Any problems with the field should be reported to the Borough Office promptly. If you notice any illegal parking or traffic issue, or for any immediate safety or emergency concern, dial 911.

Approval and Permit

Once your request is approved and signed, this page will serve as your field permit. We recommend that you have a copy available during the time of your reservation.

BOROUGH USE ONLY

Name/organization: _____

Field Location: _____

Use Date(s)/Time: _____

Proof of Residency: _____ Date Received: _____

Payment method: _____ Date Received: _____

Approved by: _____ Date: _____