



Picnic Site Request

Permit #

This application is for 2025 picnic season only.

Read and fill out the application completely. Allow 10 business days for processing.

Contact name and address must match the name on the check and the photo identification or driver's license.

Emailed applications will not be accepted.

Contact Person Name _____

Address _____ **Telephone#** _____

City _____ **State** _____ **Zip Code** _____

Email Address _____

Picnic Location _____ **Site** _____

Picnic Day & Date _____ **Time *10AM to 6PM** _____ (except MLK Dr., Cobbs Creek Parkway, and Cedar Ave., these locations start at 12 noon)

Pavilion (\$140.00) _____ **Picnic Site (\$35.00)** _____ (Check or Money Orders Only)

Number of Participants and Attendees _____

Driver license or photo identification number (ATTACH A COPY OF LICENSE OR ID IF MAILING) _____

- **MAKE CHECK/MONEY ORDER PAYABLE TO FAIRMOUNT PARK.**
- Applications submitted within 14 days of an event will require payment in the form of a **Cashier's Check or Money Order only.**

All checks returned for insufficient funds will incur additional charges.

User Responsibilities

All X's below must be initialed, acknowledging that the applicant has read and understands the instructions, or the application will be denied.

I have been at the location of my requested picnic site and inspected the site and approved the site conditions. X _____

All payments are NON-REFUNDABLE. Picnic permits are NON-TRANSFERABLE. X _____

**NO AMPLIFIED SOUND, MUSIC, DJ'S, RADIO STATION PROMOTIONS, OR INFLATABLE AMUSEMENT EQUIPMENT (i.e., moon bounces) ARE PERMITTED AT ANY PHILADELPHIA PARKS AND RECREATION PICNIC SITES OR PAVILIONS. X _____

This picnic facility is for family or group picnics only. This is not an entertainment facility. Events that charge admission and/or are open to the public, are not permitted. X _____

Restrooms and portable toilets are open to the public and are not exclusive to the picnic permit holder. The condition of the restrooms and portable toilets cannot be guaranteed. X _____

*The picnic areas at MLK Drive, Cobbs Creek Parkway, and Cedar Ave are only available from 12 Noon to 6PM only! X _____

No vehicles or heavy equipment are permitted on the grass areas of the park. X _____

No Vaping, Smoking and/or the use of tobacco products may be used on any land or in any facilities under the jurisdiction of PPR and the permit holder is responsible to ensure that all event attendees are notified of such, throughout the time of the permit, and in compliance. X _____

All requests must include the contact person's name, telephone number, address, and signature in order to be processed.

Due to the large volume of requests, permits for picnic sites are granted on a rain or shine basis. Refunds will not be issued for rained out picnics.

Check the information above (e.g. the date, etc.) to ensure correct processing of the permit. Once the permit has been issued it is FINAL.

The permit may be subject to withdrawal without notice.

Alcoholic beverages are prohibited.

No sales are permitted on site.

Grounds are to be left in a clean and orderly condition. All areas must be left clean of litter.

No person shall commit disorderly conduct of any kind.

Open fires permitted with prior authorization Only.

Portable toilets may be placed at the picnic location on the day of the event. Units must be removed immediately after the picnic. Portable toilets are provided by a contract service and are not the responsibility of Parks and Recreation staff.

Permit must be on location at all times while using the picnic site. A copy of the permit will be issued to the Philadelphia Police Department.

Applications submitted within 14 days of an event will require payment in the form of a Cashier's Check or Money Order.

By signing and submitting this application for a permit, I agree to abide by all Parks and Recreation rules, regulations, and policies. I further acknowledge that I will be responsible for any violation of the rules, regulations, and policies.

Signature _____ Date _____

IF YOU ARE MAILING IN THIS FORM, PLEASE MAKE SURE IT IS FULLY COMPLETED, INCLUDING A COPY OF PHOTO ID, SIGNED, AND THE CHECK OR MONEY ORDER IS ENCLOSED.

Emailed applications will not be accepted.

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	All X's in above paragraphs must	
	be initialed or the application	
	will be denied	
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	THIS APPLICATION DOES NOT	
	APPLY TO THE BELMONT	
	PICNIC GROVE	
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SPECIAL EVENTS OFFICE
Winter Street Building
2130 Winter Street- Rear Entrance
Philadelphia, PA 19103
215-685-0060