

Liberty Lands Use Guidelines For Businesses, Organizations, and Public Events

All the guidelines for general use of the park apply to use by business, non-profit organizations, and for public events. PLEASE NOTICE that this includes a ban on amplified music, including boom boxes or ipod speakers, unless a specific exception is granted.

Liberty Lands is owned and maintained by the neighborhood and receives no city funding for its operations. Anyone using the park grounds for business purposes (including photography sessions, personal training, and commercial filming) must make a reservation. Because the park is private property and is supported by donations from the neighborhood, we expect an appropriate donation in return for any use of our facilities. Anyone not willing to comply with this will be required to leave the park.

What does it cost?

The amount of donation requested is determined by number of people, length of event, and activities. Events that will wholly benefit a recognized charity are generally offered a discount. Volunteer hours of park work may be offered in place of cash donations. Donations for use should be made payable to the NLNA, with "Liberty Lands" included as memo, and sent to the NLNA office at 700 N. 3rd Street, Philadelphia, PA 19123.

Any business using the park will be required to carry liability insurance that covers the event and lists Liberty Lands, the Northern Liberties Neighbors Association, and the Northern Liberties Action Committee as "additional insured" on the policy rider for the event. By holding an event at the park, a business assumes liability for the actions of and injury to any one attending that event, including damage to any part of the park itself.

No use of the park can ever restrict public access to the playground and community gardens. Park uses that restrict or reduce public access to the other open areas of the park are limited to a few per season.

Public events or large-scale private events may only be scheduled every other weekend. The weekends surrounding any large event are designated as "dark" and no large events may be scheduled on those weekends. Please read through this information carefully to make sure your use is allowed before making an application:

Private parties, such as office picnics, are welcomed at any time they do not conflict with other events.

Organized sports events must be approved by the park committee because of the excessive wear on the lawn and use of space. Sports classes for any age should be limited in duration (both of hours and weeks), occur at low-use times for the park, and limit their space use.

Performances and other events intended to draw the public to the park for the event itself are exceptional uses. Liberty Lands' policy is that events at the park which advertise to the general public must be sponsored and overseen by an experienced park volunteer (someone who has been involved with park activities for at least a year prior to the event being held). The sponsoring park volunteer must be present at the park for the event itself.

Music festivals, or any events based around amplified music, are limited to those sponsored by the NLNA for the benefit of the park itself or closely allied charitable functions. Bands interested in playing at the park should contact the NLNA to arrange booking at one of the park's two music festivals a year.

Dance or theater performances that require amplified music are permitted with significant limitations on available performance dates and times and under the general restrictions for public events. Please contact the park organizers to discuss specifics.

Movies at the park are absolutely limited to 11 per year, including those scheduled for the park's summer movie schedule. Movies shown at the park other than those programmed by the NLNA must follow the guidelines for public events.

Flea markets are absolutely limited to three per year, of which two are those held on the day of the NLNA music festivals. One additional flea market per year may be considered by the park committee if the market follows the restrictions for public events.

In a few cases for very large events, organizers may be required to flier the surrounding neighbors to let them know about the event.

What do I get?

A reservation ensures use of the park for the reserved purpose at the date/time specified. Please be sure to include time to set up and clean up your event in the reservation time. During the summer, no event should go past 8:00 p.m. on Sunday through Thursday nights or 9 p.m. on Friday and Saturday nights, including clean up time. (Liberty Lands is closed after dusk.) Rain dates are not automatic – a specific rain date reservation must be requested if desired.

All reservations are made on a first-come, first-served basis, with special priority given only to events sponsored by Liberty Lands or NLNA. If two users wish to reserve at the same time and there is a potential conflict, the first reserver(s) will be given the opportunity to approve the additional event. Reservations are recorded on the Liberty Lands calendar (publicly accessible at www.nlna.org/liberty-lands-calendar.html).

Reservations **don't** guarantee access to park amenities! If you want to be sure to have access to a specific space (such as the stage or certain picnic tables), be sure to mention it in the reservation request AND post a note on the table the morning of your event stating the date and time for which it will be used. Reserved uses have priority over unreserved uses, and if necessary, you may ask unreserved users to leave.

A reservation **does not** guarantee the physical condition of the park on the day of your use. While the park volunteers do their best to keep the lawn mowed, trash picked up, and gardens weeded, limitations of time, money, and weather may affect what the park looks like any particular day. If your event requires certain conditions (such as a recently mowed lawn), you may be able to make arrangements with the park volunteers to schedule (and pay for, as necessary) those conditions to be met. This will not always be possible, but earlier notice makes it more possible.

While recycling bins and trash cans are at the park, **we ask parties to supply separate trash bags for their event so that the park trash cans are not overwhelmed.** These bags can be placed in the large green cans in the trash corral on American Street after an event. All park users are expected to clean up after themselves and to make a sincere effort to recycle their disposables.

Access to electrical hookup and to park water is available for reserved events with prior permission.

What else?

Event organizers should ensure that their guests observe all park rules and guidelines.

All park users should be respectful of and courteous to the residents who are the park's immediate neighbors. Please honor their requests about volume or nature of activities. Neighbors Seth Donkochik and Carrie Biegler are the on-site representatives of the park for all events and have the authority to require that park activities be changed or ended, if necessary.

The communal nature of our neighborhood means that many children assume that activities at the park are publicly available. While you are, of course, not required to make your party available to uninvited children, we encourage you to make very attractive party activities such as moon-bounces or clowns open to all.

Allowed but restricted:

Alcohol may be consumed in the park within the legal restrictions of the City and State and with discretion. Alcohol-based events (such as “beer olympics”) are not allowed and public drunkenness is illegal (and obnoxious).

Carnival equipment (such as moon-bounces) are allowed, but require specific permission – please note on your application if you plan to have one. Moon-bounces and other large inflated attractions may not be used at the park if winds are 20 mph or higher due to the risk of severe injuries.

Party equipment such as chairs, tables, and tents are allowed but require specific permission – please note on your application if you plan to bring more than one or two chairs or tables. Please be aware that rental companies may try to drive onto the park to deliver the equipment and may not have specific delivery and pickup times. The park renter is responsible for ensuring that the companies observe park rules AND is responsible for any damage to the park grounds that may be caused by rental companies or their agents. Be sure that reservations include time to accommodate equipment set up and cleanup – access to the space is only guaranteed for the reserved times.

Live, un-amplified music is allowed during daylight hours only. Musicians should be considerate of neighbors in terms of volume.

Events renting port-a-potties should confirm the potty location with the park organizers AND the rental company. Not all locations are suitable for port-a-potty placement, so please be sure to have the site approved!

Prohibited:

Off-leash dogs. All must be leashed at Liberty Lands at all times. Period. No exceptions. Owners must also pick up after their dogs in all locations at the park.

Amplified music of any kind, including boom boxes, is not allowed except with specific prior permission. The acoustics of the park and its surrounding buildings mean that amplified music is annoying to neighboring residents and other park users even when the volume seems barely audible to those near it. “Background” music just doesn't work at Liberty Lands. Sorry.

Electronic amplification other than music (i.e.: microphone-amplified voices) is allowed only in special circumstances and with specific prior permission.

Motorized vehicles cannot be on the park AT ALL, even to deliver or pick up party supplies.

Slip-and-slides destroy the lawn and are prohibited.

Bonfires or other fires may only be held at NLNA events.

Damaging park plantings by picking flowers, pulling on or breaking tree limbs, or walking off garden paths. Climbing sturdy trees is allowed but we make no guarantee that it is safe.

Using the hose outlets, electrical outlets, compost bins, or anything marked Authorized Use Only without specific permission.