

# DELAWARE COUNTY PARKS & RECREATION DEPARTMENT

Government Center Building  
Attn: Parks & Recreation  
201 W. Front St.  
Media, Pa 19063



Delcoparks@co.delaware.pa.us  
Phone: 610-891-4663  
Fax: 610-891-3989

## Park Reservation Request

Permits will be issued free of charge for groups of ten or more for use of the park areas. To reserve a space, fill out the form below and mail, email or fax it to us at the address above. If you wish to deliver it in person, our office is in the Leedom House in Rose Tree Park.

Permits are issued on a first-come, first-serve basis and are sent promptly. The reservation is not complete until you receive a signed permit. We will notify you if your request cannot be accommodated. If you have questions, please call the office M-F, 8:30-4:30.

(Circle)

Park:            Catania      Clayton      Glen Providence      Smedley      Upland

Event Date: \_\_\_\_\_ Time: \_\_\_\_\_

Group/Family: \_\_\_\_\_ Estimated Guests: \_\_\_\_\_

Event Type (birthday party, reunion, etc.): \_\_\_\_\_

Description (food, decorations): \_\_\_\_\_

Specific Picnic Area and/or Ballfield: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Notes/Questions: