



# POLICE ATHLETIC LEAGUE PARSIPPANY-TROY HILLS



## PAL RENTAL FEES

RENTAL FEES ARE FOR USAGE OF ROOMS AS IS.  
SPECIAL EVENTS AND TOURNAMENTS WILL REQUIRE ADDITIONAL FEES FOR ROOM MODIFICATIONS.  
THESE FEES WILL BE DETERMINED FOR EACH EVENT.

Organization Type	Room	Rate/Hour
For Profit Organizations & Non-Resident Organizations	APR (All Purpose Room) for Meetings and Special Events	\$95.00
For Profit Organizations & Non-Resident Organizations	APR (for an Activity)/Gym 1/Gym 2	\$85.00
Resident Organizations (for profit)	APR/Gym 1/Gym 2	\$80.00
Not-For-Profit Organizations (must provide proof of current IRS Form 990)	APR/Gym 1/Gym 2	\$75.00
Approved Charitable Organizations & PAL Sponsors (listed on back)	APR/Gym 1/Gym 2	\$70.00

Additional Facility/Event Fees	
Fire Permit (event specific)	Per Township + \$5
Clean Up Fee	\$90
Event Setup & Breakdown	TBD
Usage of PAL Media Equipment	\$100
Event Security	TBD
Event Staff (in addition to scheduled staff)	TBD
Tables & Chairs (based on availability)	Included

Please note these important changes & notices:

- The Floor Plan is required at the time the contract is prepared.
- Rentals may require a Parsippany Troy Hills Township Fire Permit charge per day.
- There will be no kitchen access allowed.
- All contracts require a 50% deposit, and all balances must be paid 30 days prior to the event. Please refer to the contract for payment details.
- The PAL rents Gym(s) only for sports and athletic activities.
- An insurance certificate is required to be presented to the PAL upon request.
- Organizations address residency will be based on certificate of liability insured or other required documents.
- At the discretion of the PAL, approved security is required whenever there are PAL activities/children present in the building.
- There is to be no vendor activity in the hallways or parking lots unless previously approved by the Executive Director prior to the event and specially listed in the rental contract. Failure to follow this rule will result in additional charges being assessed and the potential forfeiture of future rental opportunities.
- Cancellation Policy: If notified and confirmed by Main Office, at least 72 Hours prior to event, you will receive a full refund. If notified and confirmed by Main Office, within 72 Hours prior to event, you will receive a 50% refund. Any cancellations day of event will receive no refunds. Inclement weather cancellations will be handled case by case.

ALL FEES SUBJECT TO CHANGE WITHOUT NOTICE - v. June 2021

33 BALDWIN ROAD • PARSSIPANY-TROY HILLS • NJ 07054

[WWW.PARSIPPANYPAL.ORG](http://WWW.PARSIPPANYPAL.ORG)

973-335-0555



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## **Approved Charitable Organizations:**

The Mount Tabor Fire Department, Inc., District No. 1  
Rainbow Lakes Volunteer Fire Company, District No. 2  
Lake Parsippany Volunteer Fire Company, District No. 3  
Lake Hiawatha Fire Department, District No. 4  
Parsippany-Troy Hills Volunteer Fire Company, Inc., District No. 5  
Parsippany-Troy Hills Fire Association, District No. 6  
Parsippany Volunteer Ambulance Squad  
Parsippany Rescue and Recovery Unit Inc.  
Parsippany's Rockaway Neck First Aid Squad  
Parsippany Child Day Care Center  
The Free Public Library of Parsippany-Troy Hills  
Craftsman Farms Foundation  
County of Morris  
Boy Scouts of America  
(chartered within the Township of Parsippany-Troy Hills)  
Girl Scouts of the United States  
(within the Township of Parsippany-Troy Hills)  
Women's Theater Company  
VFW (Posts within the Township of Parsippany-Troy Hills)  
American Legion (Posts within the Township of Parsippany-Troy Hills)  
Parsippany Kiwanis  
Parsippany Rotary  
Parsippany Elks Lodge  
Parsippany Area Chamber of Commerce

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**v. June 2021**