

Approval #

**TOWNSHIP OF EDGEWATER PARK
PUBLIC FUNCTION PERMIT APPLICATION AND LICENSE**

Pursuant to Ordinance No. 5-2002

APPLICATION FOR PERMIT

A person, partnership, voluntary association, corporation, or other organization seeking to obtain a parade, public function, or similar activity permit shall file an application with the Township Clerk, not less than 10 days before a Township Committee Meeting prior to the event of which the parade, public function, or similar activity is proposed. The Township Administrator is authorized to establish rules; regulations and procedures for the processing of parade, public function, or similar activity permit applications.

In order for any application to be reviewed by the Township Administrator, and submitted to the Township Committee for consideration, it must contain any and all information and requested materials listed.

The Township Committee may in its discretion reduce or waive the set fee of \$10.00. This application form shall be completed, and accompanied by a map outlining the parade, rest or stop route; New Jersey permit to operate Carnival and Amusement Rides, copies of independent applications as submitted to any Federal, State County or other agencies, including, but not limited to the School District or private party; and any additional information which the Township Committee shall find reasonably necessary.

Section I: Responsible Parties

Type of Function: _____ Name of Event: _____

Function Location: _____ Specified Area: _____

Date(s): _____ Rain Date (if applicable) _____

Meetings: _____ Time: _____

Day of the Week: _____ Week of the Month: _____

Applicant's Name: _____

Title: _____

Address: _____

Telephone: _____

SECTION II: RESPONSIBLE ORGANIZATION (if applicable)

Sponsoring Organization: _____

Name of Responsible Authority: _____

Title: _____

Address:

Telephone:

Area Requested: _____

The following materials are also requested to be used in conjunction with the event: _____

In order to insure everyone's safety and that decorum will be maintained on the premises at all times, the following person(s) will be present during the entire event: It is further acknowledged that the sponsoring organization will not allow anyone under the age of 18 yrs to work kitchen appliances, or be unattended at anytime:

An adult coach or assistant coach will be present at all times.

In order to insure that decorum will be maintained on the premises at all times, the following person(s) will be present during the entire event:

An adult coach or assistant coach will be present at all times.

SECTION III: RULES AND REGULATIONS:

We agree to abide by the following rules and regulations and the applicable ordinances of the Township of Edgewater Park. If any rule is violated, use privileges will be terminated.

- a. NO SMOKING IS PERMITTED IN BUILDINGS
- b. Buildings and grounds should be left in good condition.
- c. Be sure lights are out and doors and windows are securely locked.
- d. If you are renting the facilities over the weekend, premises will be inspected on Monday; otherwise, inspections are done daily on weekdays.

- e. The key is non-duplicated. **THE KEY MUST BE RETURNED IN A TIMELY MANNER.** The person who is issued the key has sole responsibility for the building and/or grounds. **No copies of this key are to be made or given to any other persons. The charge for the replacement of a lost key is \$25.00.**

Key No.: _____ **Date Returned:** _____

- f. Any problem with the condition of the building or building contents upon taking possession of the building should be directed to the Township Administrator during business hours at 877-2050 (For emergency after business hours 267-8300).
- g. Any organization using the fields must submit a schedule of games / activities.
- h. Edgewater Park Township retains the right to rescind this permit at any time and / or to terminate permits early to conduct park maintenance projects.
- i. Per Section 12:20.120 of the Code of the Township of Edgewater Park, NO ALCOHOLIC BEVERAGES are allowed on the recreation fields or in the field house at any time (see attached)
- j. Per Section 12.20.120 of the Code of the Township of Edgewater Park, NO DOGS are allowed on the recreation fields (see attached).
- k. Per Ordinance No. 5-2002- Parades, Public Functions or Similar Activities.

C. ALL APPLICANTS/GROUPS MUST:

_____ **a.** Submit proof of general liability insurance with the Township of Edgewater Park as the named insured; **Certificate of Insurance must be submitted with the application.**

_____ **b.** Applicant to the best of their ability, shall submit a roster listing all participants and their home addresses; and

_____ **c.** Agree to reimburse Edgewater Park Township for damages and/or clean-up cost. Edgewater Park Township reserves the right to bill, sue, or take any measures necessary to collect any sums for the clean-up and/or damage to the property.

_____ **d.** For private parties only, pay a fee of \$50.00 together with a refundable deposit of \$50.**

_____ **e.** INDEMNITY CLAUSE

(HOLD HARMLESS AGREEMENT)

“To the fullest extent permitted by law,

(_____) agrees to defend, pay on behalf of, indemnify, and hold harmless the Township of Edgewater Park, its elected and appointed officials, its agents, employees and volunteers and others working on behalf of the Township of Edgewater Park against any and all claims, demand, suits or loss, including all cost connected therewith, for any damages which may be asserted, claimed or recovered against or from the Township of Edgewater Park, its elected and appointed officials, its agents, employees and volunteers and others working on behalf of the Township of Edgewater, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this contract.”

By: _____
For the Contractor/Individual/
Non-Profit/Charitable Group
Commercial Group

Katie Harris
For the Municipality

Notary

Notary

_____ **f.** Any other pertinent information required

