

**TOWNSHIP OF WANTAGE**  
888 Route 23, Wantage, New Jersey 07461  
(973) 875-7192

**APPLICATION FOR USE OF TOWNSHIP FACILITIES**

ORGANIZATION: \_\_\_\_\_

AUTHORIZED CONTACT PERSON: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

e-MAIL ADDRESS: \_\_\_\_\_ FAX: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

DATE (S) REQUESTED:

TIMES OF DAY (HOURS):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PLAYING FIELDS, AREAS, OR LOCATIONS BEING REQUESTED FOR USE:**

At the Municipal Park located off Lott Road, the following field(s) or areas:

\_\_\_\_\_

At Woodbourne Park, the following field(s) or areas:

\_\_\_\_\_

Use of the Main Meeting Room, Municipal Building, 888 Route 23

Other (Please Specify):

\_\_\_\_\_

WILL YOU BE CHARGING ADMISSION FOR THIS EVENT?  YES  NO

IF YES, HOW MUCH? \$ \_\_\_\_\_

IF YES, THE PROCEEDS WILL BENEFIT: \_\_\_\_\_

NAME(S) OF LIABILITY INSURANCE CARRIER: \_\_\_\_\_

AMOUNT OF LIABILITY INSURANCE: \_\_\_\_\_

Applicant signifies that he/she has read and will abide by the rules governing the use of the facilities and grounds outlined in this application and the policy of the Recreation Commission. The signatures below represent acceptance of these regulations, and an agreement to abide by them.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

President or Authorized Representative



RESERVED FOR USE BY TOWNSHIP OFFICIALS

APPROVED ON THE DATE OF \_\_\_\_\_ BY: \_\_\_\_\_

## WANTAGE TOWNSHIP FACILITY PERMIT POLICY

### APPLICATIONS FOR FACILITIES USE

Group leader or authorized representative shall complete a facilities request form, photocopy the signed copy on behalf of the applicant and return the original signed copy to the Recreation Commission or Township Administrator.

### **ISSUING OF PERMITS BY THE TOWNSHIP**

Township residents and organizations are given top priority for consideration of approval. Permits may be issued with time limitations noted, if need be, to accommodate a number or requests. The Township also reserves the following rights:

- To witness proof of residence of applicant wishing to obtain permit
- To require a cash bond deposit as security
- To require the applicant to employ special officer(s) for traffic or crowd control.

### **RULES REGARDING FACILITY USAGE**

While using a park facility, no person shall:

- Disfigure or remove any park property.
- Consume or have in their possession alcoholic beverages.
- Litter facility grounds.
- Park vehicles in other than designated areas.
- Bring or have in possession fireworks and/or explosives
- Build or attempt to build fires in areas other than those designated, except barbecue grills.
- Conduct themselves in disorderly fashion.

Violation of any or all of the above rules will result in denial of future facility requests.

### **RESPONSIBILITIES OF PERMIT HOLDER**

- To relinquish use of the facility at stated time on permit.
- To have a copy of original approval readily available for display upon request.
- To be aware of Township ordinances and abide by them.

### **PERMITS**

- **Permits requested for games will be given priority over those for practices**
- Games shall be played with the intent of ending within two hours.
- Permits issued for practices will have a two hour time limit, and may be slotted into given time periods if needed to accommodate requests.