

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

APPLICATION FOR USE OF THE TOWNSHIP FACILITIES

ORGANIZATION: _____

AUHTORIZED CONTACT PERSON: _____

MAILING ADDRESS: _____

_____ Telephone: _____

E-MAIL ADDRESS: _____ FAX: _____

DATE (S) REQUESTED:

TIMES OF DAY (HOURS)

LOCATION BEING REQUESTED FOR USE:

Use of the Pavilion at Woodbourne Park:

 Other (Please Specify):

WILL YOU NEED ELECTRICITY FOR YOUR EVENT? (\$25 fee) ____ YES ____ NO

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 (minimum \$500,000 required): _____

Hold Harmless Agreement: For and in consideration of the use of the Wantage Township parks and sports fields, the applicant agrees to save and hold harmless the Township of Wantage, its servants, agents, employees or any subdivision thereof, from any and all liability or costs arising out of the use of these premises or property by the applicant, the applicant's invitees, or other persons present at the time of the applicant's use of the premises. The applicant specifically agrees that this indemnification and hold harmless agreement shall include the responsibility to provide legal defense for the Township of Wantage and for any suit arising out of the applicant's use of the premises and that should the applicant's insurance carrier fail or refuse to provide such a defense, the applicant will reimburse the township for any costs incurred by it for any person or organization acting on its behalf.

We agree to this agreement. We have read the rules regarding facility and responsibilities of permit holder and will abide by them.

Signature: _____

Date: _____

President or Authorized Representatives

RESERVED FOR USE BY TOWNSHIP OFFICIALS

APPROVE ON THE DATE OF _____ BY: _____

I. Woodbourne Park pavilion.

II. Reservation of the pavilion.

III. Fees and deposits for use of pavilion.

IV. Rules and regulations concerning the use of the pavilion.

V. Violations and penalties

I. Woodbourne Park pavilion.

The rules and regulations outlined herein shall apply to anyone reserving or making use of the Woodbourne Park Pavilion. The term "pavilion," as used herein, shall include the use of all areas owned by the Township of Wantage within a circumference of 100 yards of the pavilion structure itself.

II. Reservation of the pavilion.

Any resident of the Township of Wantage who desires to reserve the pavilion for exclusive use for themselves, and their guests, must first make application for use by fully completing the application form. The form is available through the Wantage Township Clerk.

III. Fees and deposits for use of pavilion.

A. The pavilion may be reserved for use in four-hour blocks. A resident of Wantage Township shall pay \$50 for such use. Should electricity be needed at the pavilion for your event, resident shall pay a Pavilion Electricity Use Fee of \$25 for such use.

B. No rental fee will be charged to a federally approved 501(c)3, not-for-profit organization.

C. In addition, each applicant shall be required to make a deposit of \$250.00. The aforesaid deposit shall be held by the Township to reimburse the Township for any losses or damages incurred; as a result of the applicant's use of the pavilion. The aforesaid monies however, shall be refunded to the applicant on confirmation that no loss or damages were incurred by the Township as a result of the applicant's use of the Pavilion. Refunds should be made within 30 days.

D. An applicant must be at least 21 years of age and provide proof of the same. (By presentation of a driver's license or other similar identification.)

E. All applications for the reserved use of the pavilion will be reviewed and approved by the Wantage Township Administrator.

F. Applications to reserve the pavilion shall be made at least sixty days in advance of the proposed reservation date.

G. Should there be damage or injury to the pavilion as a result of an applicant or its guest's misuse of the pavilion and the deposit made by the applicant not fully reimburse the Township for its losses, the applicant shall be fully responsible and liable for any and all additional costs to the Township. The applicant at the time of applying for a reserved use of the pavilion shall also execute a hold harmless and indemnification agreement.

H. The Township reserves to itself the right to cancel the reservation at any time for any reason.

I. The reservation/application fee is nonrefundable, unless good cause is shown. In that the Township shall issue a refund. It shall be presumed that good cause exists if an applicant cancels their reservation 30 days or more before the reserved date.

J. Applicant shall also provide to the Township a Certificate of Liability Insurance listing Wantage Township as an additional insured with respect to general liability as agreed to in the written agreement. Such coverage should be no less than \$500,000 in liability coverage.

IV. Rules and regulations concerning the use of the pavilion.

A. The pavilion shall be open for use from 7 a.m. to one half hour after sunset.

B. The possession and/or consumption of alcoholic beverages is prohibited in Woodbourne park.

- C.** No open fires of any sort shall be allowed, except for the use of propane gas grills, (charcoal grills, fire pits and chimeneas are absolutely prohibited).
- D.** The use of fireworks is prohibited.
- E.** Pets must be leashed at all times. And you **MUST** clean up after your pets.
- F.** No littering is allowed. Permit holders are required to provide trash receptacles for the deposit of all trash created by themselves, guests and invitees. In addition, the permit holder must immediately remove all collected trash and containers at the termination of their reservation period.
- G.** Permit holders must provide a portable toilet for the use of all of the invitees and guests. Guests and invitees are not to make use of the public restroom owned and maintained by Wantage Township on site. This requirement applies to any group of 100 or more persons. Applicant must provide proof of rental and prearrangement for removal of the portable unit no later than 24 hours after the termination of the reservation period.
- H.** No electric generators shall be allowed to be used. The pavilion has electric available.
- I.** No staples, nails or fasteners shall be attached to the pavilion, nor shall the pavilion be damaged in any way.
- J.** Parking of motor vehicles shall be in designated areas. No parking shall occur in such a way as to block access to the pavilion. Parking on any grass areas is **prohibited**.
- K.** All minors shall be accompanied by an adult at least 21 of years of age.
- L.** Smoking at the pavilion and surrounding lands owned by Wantage Township is prohibited.
- M.** Applicants must remain on premises at all times during the period of reservation. In addition, the applicant shall make known to all guests the rules and regulations applicable to the use of the pavilion and the applicant shall be responsible for ensuring that all guests comply with the rules and regulations contained herein.
- N.** All of the other ordinances of Wantage Township shall apply to the use of the pavilion, the rules governing the use of the pavilion shall override and supersede any inconsistent ordinance as to those making use of the pavilion.
- O.** The use of the pavilion shall be limited to no more than 250 persons.
- P.** Woodbourne park is a municipal park and is open to the public. The applicant shall understand that while they are renting / using the pavilion, the park may be utilized by other residents.