

**HUNTERDON COUNTY
DIVISION OF PARKS AND RECREATION**

APPLICATION FOR FACILITY USE

Office Location: 1020 State Route 31, Lebanon, NJ
Mailing Address: PO Box 2900, Flemington, NJ 08822-2900
Phone: (908) 782-1158 * Fax: (908) 806-4057

PERMIT # _____

CONTACT PERSON _____ PHONE (h) _____ (w) _____

ADDRESS _____ CELL: _____
Street/PO Box _____ Town _____ State _____ Zip Code _____

ORGANIZATION/BUSINESS _____ E-MAIL: _____

PARK	PAVILION OR AREA	CHECK ANY OF THE FOLLOWING NEEDS PERTAINING TO YOUR USE:
_____ Arboretum *	<u>Location unavailable</u>	_____ room set-up _____ electricity _____ key _____ service road _____ ballfield bases _____ water
_____ Court Street Park	_____	CHECK THE FOLLOWING ACTIVITIES ASSOCIATED WITH YOUR FACILITY REQUEST: _____ alcoholic beverage (separate permit required) _____ use of rental tent (municipal permit may be required) _____ amplified or live music* (see below) _____ use of rental chairs or other equipment* (see below) _____ use of caterer* (see below) _____ Fire Safety Permit (Hunterdon County Fire Marshal) _____ Campfire Permit (Hunterdon County Fire Warden) _____ BSA Tour Permit/GSA Certificate of Insurance _____ other* _____
_____ Deer Path Park	_____	
_____ Echo Hill *	<u>Location unavailable</u>	
_____ Teetertown	_____	
_____ Other	_____	
Use _____		
Date _____ Time _____	(set up) (departure)	
Number of people attending _____		
*Currently unavailable due to operational needs		

IMPORTANT:

* Permits are considered approved only upon written notice below, payment received, and for the conditions set forth herein.

* A certificate of insurance in the amount of \$1,000,000 (one million dollars), naming **NJ Department of Environmental Protection and the County of Hunterdon Board of County Commissioners, PO Box 2900, Flemington, NJ 08822** as additionally insured, is required from the contractor two weeks before event for use of caterer, rental tent/chairs/tables, inflated structure, dunk tank, pony ride, portable climbing wall, clown, or other entertainer, contracted services, or equipment.

The Board of County Commissioners and their agents reserve the right to disapprove this application or any part thereof based upon established rules, regulations, and policies of the Hunterdon County Division of Parks & Recreation.

I have received a copy of the Hunterdon County Division of Parks & Recreation Summary of Rules and Regulations and Park Information sheets, and I understand all conditions and requirements pertaining to the use of the facility requested above.

SIGNATURE _____ **DATE** _____

State website: Executive Orders - <https://nj.gov/infobank/eo/056murphy/>

DO NOT WRITE BELOW THIS LINE

_____ approved
_____ approved with the following conditions or changes: _____
_____ not approved

Total Fee \$ _____ (NO REFUNDS). Make check payable to "Hunterdon County Parks Division"
Rec'd by _____ Date _____
Staff Notes: _____