

**HUNTERDON COUNTY DIVISION OF PARKS AND RECREATION
APPLICATION FOR FACILITY USE**

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

PERMIT # _____

CONTACT PERSON _____ PHONE _____

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

ORGANIZATION / BUSINESS _____ E-MAIL _____

PARK:	CHECK THE FOLLOWING ASSOCIATED WITH YOUR REQUEST:
<input type="checkbox"/> Arboretum	<input type="checkbox"/> Main Gazebo <input type="checkbox"/> Pond Gazebo <input type="checkbox"/> <u>N/A</u> Meeting Room <input type="checkbox"/> Room Set-up (A or B?)
<input type="checkbox"/> Court Street Park	<input type="checkbox"/> Large Gazebo/Bandstand <input type="checkbox"/> Entire Park (includes Gazebo/Bandstand) <input type="checkbox"/> Key <input type="checkbox"/> Rental tent (municipal permit may be required; mark-out required) <input type="checkbox"/> Alcohol (separate permit required)
<input type="checkbox"/> Deer Path Park	<input type="checkbox"/> Cedars Pavilion <input type="checkbox"/> Overlook Pavilion <input type="checkbox"/> Memorial Gazebo <input type="checkbox"/> Softball Field <input type="checkbox"/> Ballfield Bases <input type="checkbox"/> Open Field <input type="checkbox"/> Alcohol (separate permit required) <input type="checkbox"/> Rental tent (municipal permit may be required; mark-out required)
<input type="checkbox"/> Echo Hill	<input type="checkbox"/> Main Lodge <input type="checkbox"/> <u>N/A</u> Multi-Purpose Room <input type="checkbox"/> Room Set-up (A or B?) <input type="checkbox"/> Group Campsite <input type="checkbox"/> Key <input type="checkbox"/> Campfire Permit
<input type="checkbox"/> Teetertown	Group Campsites: <input type="checkbox"/> North Field (A or B?) <input type="checkbox"/> <u>N/A</u> Woodland Tent <input type="checkbox"/> <u>N/A</u> Woodland Lean-to Public Sites: <input type="checkbox"/> Meadowview <input type="checkbox"/> Ridgeline (A or B?) <input type="checkbox"/> Hilltop (A, B, or C?)
<input type="checkbox"/> Other Area	_____
Additional Requests:	<input type="checkbox"/> Amplified or live music <input type="checkbox"/> Caterer <input type="checkbox"/> Rental chairs / equipment
Use _____	Date _____ Time _____ to _____ # of attendees _____ (set up) (departure)

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

The contractor shall produce a certificate of insurance, the coverage requirements will be provided by Parks Staff, naming the County of Hunterdon, including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members as Additional Insured. The certificate of insurance must be provided to the County no less than two weeks prior to the event and are subject to review and revision by the County's Insurance Carrier.

COVID prevention for gatherings: Follow safety tips found here: <https://co.hunterdon.nj.us/depts/parks/parks.htm>.

The Board of County Commissioners and their agents reserve the right to disapprove this application or any part thereof based upon 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 _____

DO NOT WRITE BELOW THIS LINE

<input type="checkbox"/> approved
<input type="checkbox"/> approved with the following conditions or changes: _____
<input type="checkbox"/> not approved

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