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

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

CONTACT PERSON _____ PHONE _____

ADDRESS _____
Street/PO Box Town State Zip Code

ORGANIZATION / BUSINESS _____ E-MAIL _____

PARK: **CHECK THE FOLLOWING ASSOCIATED WITH YOUR REQUEST:**

____ **Arboretum** ____ Main Gazebo ____ Pond Gazebo ____ Meeting Room
____ Room Set-up (A or B?)

____ **Court Street Park** ____ Large Gazebo/Bandstand ____ Entire Park (includes Gazebo/Bandstand)
____ Key ____ Rental tent (municipal permit may be required; mark-out required)
____ Alcohol (separate permit required)

____ **Deer Path Park** ____ Cedars Pavilion ____ Overlook Pavilion ____ Memorial Gazebo
____ Softball Field ____ Ballfield Bases ____ Open Field
____ Alcohol (separate permit required)
____ Rental tent (municipal permit may be required; mark-out required)

____ **Echo Hill** ____ Main Lodge ____ Multi-Purpose Room ____ Room Set-up (A or B?)
____ Group Campsite ____ Key ____ Campfire Permit

____ **Teetertown** Group Campsites: ____ North Field (A or B?) ____ Woodland Tent
____ Woodland Lean-to
Public Sites: ____ Meadowview ____ Ridgeline (A or B?) ____ Hilltop (A, B, or C?)

____ **Other Area** _____

Additional Requests: ____ Amplified or live music ____ Caterer ____ 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

_____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:_____