

Tewksbury Township, Facility Use Application - Organization

Name of Organization and /or Individual		Organization Contact	
		Name e-mail	
Address		Phone #	Fax #
		Home Business Cell	
Facility Requested	Date Requested – List Days (Be Specific)	Time Requested	Rain Date
		Start: Finish:	
Purpose of Use Request			
Number of People Involved	Number of Anticipated Vehicles	Admission/Fee To Be Charged	Purpose of Admission/Fee
<u>Special Provisions/Needs</u>			
<p>Please list any special provisions or needs (sanitary, parking, etc.) requested, including any variances from the Township's Park Regulations (Chapter 12.24). Please site the section of the Park Regulations from which relief is sought, if appropriate. Attach additional sheets if necessary and certificate of insurance. Costs to be borne by applicant may be incurred (if for example a parking attendant, port-a-john, or cleaning fee is required) at the discretion of the Township's agents. Any on-site preparation of food using open fire requires inspection by the Fire Official and County Department of Health. The erection of tents or temporary structures, small truck mounted kiddie rides, inflatable bounces, slides and other inflatable attractions will need inspection and approval by the Fire Marshal. A certificate of insurance naming the Township, Township officers, employees and volunteers as additional insured and considered primary is required with a minimum of \$1,000,000 Comprehensive General Liability coverage.</p>			
Special Provisions/Requested:			
YOU ARE RESPONSIBLE FOR ALL GARBAGE REMOVAL FROM THE FIELDS. IT IS IMPERATIVE THAT YOU TAKE ALL GARBAGE WITH YOU AT THE END OF YOUR EVENT Failure will result in future use			
Hold Harmless Agreement attached. The application is not considered complete until all documents and requirements have been met.			
Signature and Date Below:			
This application is not considered complete until all documents and requirements have been met			
Signature: _____		Date: _____	
Any questions please contact Tewksbury Township Office at 908-439-0022 x727 or receptionist@tewksburytpw.net			

<u>For Official Use Only</u>	<u>Comments</u>
_____ Certificate of Insurance	
_____ Hold Harmless	
_____ Municipal Clerk Receipt	
_____ Referral to DPW Approved/Disapproved	
_____ Referral to Police Approved/Disapproved	
_____ Referral to Construction Official	
_____ Approved/Disapproved	
_____ Referral to Fire Official Approved/Disapproved	
_____ Administrator Receipt Approved/Disapproved	