

Monroe Township Parks & Recreation Outdoor Facility Use Form

120 Monmouth Road, Monroe Township, NJ 08831

(732) 723-5000 (T) | (732) 723-5014 (F) | www.monroerec.com | reccenter@monroerec.com

Today's Date _____
Name of Applicant _____
Organization _____
Title in Organization _____

Address _____
Phone Number _____
E-mail Address _____

OUTDOOR FACILITY REQUESTED (please mark specific areas requested in red)

Veteran's Park Field(s) **1 2 cricket field**

Daniel P. Ryan Field(s) **practice field cricket field**

James Monroe Park Field(s) **1 2 3 4 5**

Soccer Complex Field(s) **turf grass**

Thomas L. Allen Complex Field(s) **1 2 3**

Hockey Rink

Other area requested _____

EVENT INFORMATION (please checkmark responses for items in red)

Event Date _____ Alternate date _____

Total Number of People Attending _____

Facility needed from _____ to _____

of Monroe Residents _____ # of Non-Residents _____

Day(s): **Sun Mon Tu Wed Thurs Fri Sat**

Any food/ drinks being served? **YES NO**

Purpose of event (be specific) _____

Recurring event? **YES NO** If yes, what other dates? _____

What equipment are you bringing to event? _____

IMPORTANT INFORMATION FOR APPLICANTS

- * All participants must adhere to current state social distancing requirements, including temperature checks. No exceptions.
- * Alcoholic beverages and tobacco, e-cigarettes, or other smoking products are prohibited on all Monroe Township fields.
- * Applicants must submit a certificate of insurance in the amount of \$1,000,000 general liability insurance which must name the Township of Monroe as an additional insured or sign an indemnification and waiver form
- * Applicants must submit a roster listing all participants and their home addresses
- * Applicants must agree to reimburse Monroe Township in the event of property damages/ cleanup costs incurred by the town
- * Applicants must agree to reimburse Monroe Township if a Township employee is required on duty outside of regular working hours or if additional cleanup time is needed on behalf of this group, and by signing this form, you understand all procedures associated with this request and accept the legal and financial responsibilities involved in the use of Monroe Township facilities
- * Applicants must agree to require participants and spectators to abide by Township rules and regulations governing Facility Use of Township Facilities, covered in Township Code §3-52.2.C. (1)
- * Applicants must have a valid Community Center membership if requesting township fields for use
- * The Parks & Recreation Department has the right to suspend or revoke permits for participants who do not follow these rules, and permits can be modified or changed at the discretion of the Parks & Recreation Department.
- * ALL GROUPS HOLDING AN EVENT MUST BE HELD ACCOUNTABLE FOR ALL ATTENDEES AT EVENT.
- * For the safety of all participants, we ask that you refrain from bringing pets to the facilities.

Read the above information and indicate your compliance with the rules and regulations of facility usage by signing below:

Signature

Date

For Monroe Township Recreation Department use only

Approved Denied Today's Date _____ Permit # _____ Applicant's CCID # _____