



TOWNSHIP OF WEST ORANGE

66 MAIN STREET, WEST ORANGE, N.J. 07052

RECREATION DEPARTMENT

ROBERT D. PARISI

Mayor

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Director

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APPLICATION FOR USE OF PARK FACILITIES

*****PARK PERMITS ARE NOT ISSUED FOR EXCLUSIVE USE OF PLAYGROUNDS OR ANY AREA WITHIN A PLAYGROUND*****

Instructions and Guidelines

1. Applicant must be a West Orange resident and must fill out application completely.
2. No program or event may compete directly or indirectly with programs or events, regardless of season, with those offered by the Recreation Department or Co-Operative Agencies.
3. The purpose of this application is for small scale events such as small children's birthday parties, family picnics and gatherings, etc. Permits are not issued for large scale events, for profit events, business activities or promotions or similar type activities.
4. The use of field lighting is not offered or available at any lit facility.
5. Any teams participating in league play and/or practice must consist of 90 percent West Orange residents **AND** a roster with full addresses must be submitted with permit request.
6. If permit is to be used for league practice and/or game play, please attach a certificate of insurance naming the Township of West Orange as certificate holder and additional insured. The combined single limit liability should be no less than \$1,000,000. In addition, a hold harmless agreement in favor of the Township of West Orange should be noted on the certificate as **"HOLD HARMLESS/INDEMNIFICATION CLAUSE: The insured will protect, defend, indemnify and hold harmless the professional fees or other expenses or liabilities arising out of or resulting from the performance of the work or completed operation provided that any such claims, damages, loss of use resulting there from and is caused in whole or part by any negligent or willful act or omission of the insured.**
7. Attach a copy of the applicant's current driver's license with valid West Orange address
8. For special requests, carefully read the Park Rules and Regulations.
9. Return completed application to West Orange Recreation Department, Park Permits, 66 Main Street, West Orange, NJ 07052
10. Please allow approximately five (5) business days for approval or denial of request.

AN EQUAL OPPORTUNITY EMPLOYER

www.westorange.org

RULES AND REGULATIONS GOVERNING THE USE OF PUBLIC RECREATION FACILITIES

1. Permission for the use of public recreation facility shall be obtained from the Department of Recreation, which reserves the right to request information as may be reasonably required in considering the application for permission to use any public facility.
2. The person or persons to whom any permit is issued under these rules and regulations and ordinances of the Township of West Orange shall be liable for all loss, damage and injury sustained by any persons to whom such permit shall have been issued, of their agents, employees, contractors, guests and invitee (express, presumed or implied by law).
3. No person shall bring into, sell, buy, expose for sale, use or give away any alcoholic beverage in any park.
4. No person shall alter, damage or deface any public property in any park or public facilities.
5. No person shall expose or offer for sale any food, products, articles or things, nor shall he/she station or place any stand, cart or vehicle for such transportation, sale of any food, products, articles or things, except such persons as may be duly licensed by the Township of West Orange for sale of such commodities in public parks.
6. Littering is illegal.
7. Parks are open to the public from sunrise to 10pm, unless specific hours of opening and closing are posted.
8. No person shall interfere with or fail to obey any police officer or parks and playground personnel in the proper performance of his/her duties in any park.
9. No person shall park any vehicle in other than an established or designated park area.
10. Permit issued for use of a public recreation facility must be presented to any resident or Township employee upon request.
11. Team roster and game schedules maybe required.
12. All fires and barbeques are prohibited.
13. All violations of municipal law are subject to prosecution.

WEST ORANGE RECREATION DEPARTMENT
PARK PERMIT APPLICATION

As noted in the instructions and guidelines, programs and/or events that conflict with those already offered by the West Orange Recreation Department and/or its co-operative agencies will not be accepted.

Name of Applicant:

Name of Organization/League (If Applicable):

Mailing Address:

E-Mail:

Phone Number:

Cell Phone:

Facility Requested:

Date(s) Requested:

Start & End Time:

Alternate Date(s) Requested:

Start & End Time:

Type of Event:

Estimated Attendance/Participants:

I have read the rules and regulations of the Department of Recreation governing the use of West Orange Recreation Department facilities. I hereby agree to abide by and enforce them. I further agree that myself and my organization will be responsible for any damages arising from the use of these facilities if found to be the ones causing the damage.

Signature:

Date: