

## Picnic Permit/Pavilion Rental

Berkeley Township Recreation- 630 Atlantic City Blvd. (Rt. 9) Bayville, NJ 08721

Complete this form along with a copy of valid insurance and your payment.

WE MUST HAVE THESE 3 ITEMS BEFORE WE CAN SCHEDULE YOUR EVENT.

If you have any questions, feel free to give us a call at 732-269-4456.

PICNICS CAN BE BOOKED STARTING JANUARY

Today's Date: \_\_\_\_\_ Requested date: Sun Mon Tue Wed Thu Fri Sat \_\_\_\_/\_\_\_\_/\_\_\_\_

Location: Dudley Park \_\_\_\_\_ Manitou \_\_\_\_\_ Whispering Pines \_\_\_\_\_ Veterans Park \_\_\_\_\_

Type of event: \_\_\_\_\_

Name or Organization: \_\_\_\_\_ Group Size: \_\_\_\_\_

Will you be serving alcohol? Yes: \_\_\_\_\_ No: \_\_\_\_\_

*Boxed Wine or Kegs only. No bottles or cans are permitted. We will apply for a permit on your behalf. Minimum of 30 days' notice to get Council and State permission. A Homeowners Insurance Rider is needed with a permit if serving alcohol.*

Are you charging any fee for this event? Yes: \_\_\_\_\_ No: \_\_\_\_\_ If yes, For what? \_\_\_\_\_

Pavilion Lights are \$20 per hour, if needed. (Electrical outlets are 110 volts, 20 Amps. Do NOT Exceed).

Do you need Lights turned on? Yes: \_\_\_\_\_ No: \_\_\_\_\_

No Arrival Permitted before 10:00 AM. Please Initial: \_\_\_\_\_

Arrival Time: \_\_\_\_\_ Departure Time: \_\_\_\_\_

NO STAPLES, NAILS OR TACKS ALLOWED ON PICNIC TABLES. THIS IS TOO DANGEROUS FOR OUR STAFF AND THE PUBLIC. CLEAN UP OF PICNIC AREA IS EXPECTED BEFORE LEAVING, INCLUDING TAKING DOWN BALLOONS, TAPE & DECORATIONS. Please Initial: \_\_\_\_\_

Name of Person in Charge: \_\_\_\_\_ Cell # \_\_\_\_\_

Email: \_\_\_\_\_

Full Address: \_\_\_\_\_

Payment Received: Yes \_\_\_\_\_ No \_\_\_\_\_

Insurance Type: Homeowners: \_\_\_\_\_ Certificate of Liability: \_\_\_\_\_ Expiration date: \_\_\_\_\_

Insurance-Certificate of Liability naming Berkeley Township and Berkeley Township Recreation additionally insured.

Is Name on Insurance a resident? \_\_\_\_\_

NOTE: For pavilion use and immediate surrounding area only. Please initial \_\_\_\_\_

**Picnic Fees: please circle payment**

<b>William J. Dudley Park</b> (No Picnics over 80 people)	Residents	Non-Residents
(1-80) people	\$50.00	\$150.00

Please sign below that you acknowledge No Swimming

### Manitou Park/Veterans Park/Whispering Pines

	Residents	Non-Residents
01- 100 people	\$100.00	\$150.00
101-200	\$200.00	\$300.00
201-300	\$250.00	\$350.00
301-over	\$300.00	\$400.00

Beer may be dispensed from a keg only, free of charge, upon Township Council approval. No glass or cans permitted. A Social Affair Permit is required for the sale of alcoholic beverages.

For payment by Check or Money Order, make Payable to: Berkeley Township.

For Office Use Only

Exact Cash: \_\_\_\_\_ Check: \_\_\_\_\_ or Money Order: \_\_\_\_\_

Refund Policy-Ordinance Policy # 10-0-83

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Picked Up: \_\_\_\_\_ Date: \_\_\_\_\_