

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

William J. Dudley Park (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: _____