



TOWNSHIP OF ELK

Gloucester County, New Jersey

Parks and Recreation

617 Whig Lane Rd.
Monroeville, NJ 08343

Phone: (856) 881-6525
Fax: (856) 881-5750

Application For Elk Township Recreation Park and Ina B. Hull Park

(Organized groups must obtain applications and groups of people serving any part of these parks.)

Today's Date: _____ Request Date: _____ Request Time: _____ to _____

Name of Organization: _____

Contact Person: _____ Phone: _____

Address: _____

Event: _____

Facility requested: _____
(Pavilion, tennis courts, basketball court, soccer, baseball, softball fields.)

Approximate # of people: _____

* You may return the completed application to the Clerk's office in person, via mail or fax.

Park rules, regulations and information:

Hours: Dawn to Dusk

Prohibitions: Alcoholic beverages, pets of any kind, dumping of any kind, littering, driving on grass anywhere in the complex, no charcoal grills, no driving on the paved walking path. **These restrictions are enforced by Township Ordinances and carry penalties including arrest and fines. Please see Township Clerk for a complete copy of our rules and regulations.**

Rest Rooms: Located in the building near the pavilion.

Time and space limitations: Basketball and tennis courts—1 1/2 hours; Soccer, softball and baseball fields—2 hours; Pavilion use 3 hours.

Certificate of Insurance: A certificate of insurance is required for all organized groups including sporting groups, which are subject to review and approval by the Parks and Recreation Committee. **All teams play at their own risk.**

Trash: All applicants are responsible for picking up their trash and litter. **Further use of the park may be refused if above is not observed.**

Equipment: Elk Township does not supply equipment.

Submission of application: All requests must be submitted one week prior to requested date needed.

Documentation: Applicants must have this approval form in their possession while using the park facilities.

For office use only

Approval date: _____ Approved by: _____

Conditions: _____

Permits for use of athletic fields and for special events in parks shall be obtained by application to the Recreation Committee in accordance with the following procedure:

- A. A person seeking issuance of a permit hereunder shall file an application with the Recreation Committee stating:
 - (1) The name and address of the applicant.
 - (2) The name and address of the person, persons, corporation, organization or association sponsoring the activity, if any.
 - (3) The day(s) and hour(s) for which the permit is desired.
 - (4) The field, park or portion thereof for which such permit is desired.
 - (5) Any other information which the Recreation Department shall find reasonably necessary to a fair determination as to whether a permit should be issued hereunder.
- B. Standards for issuance of a use permit by the Recreation Committee shall include the following findings:
 - (1) The proposed activity or use of the field or park will not unreasonably interfere with or detract from the general public enjoyment of the field or park.
 - (2) That the proposed activity and use will not unreasonably interfere with or detract from the promotion of public health, welfare, safety and recreation.
 - (3) That the proposed activity or uses that are reasonably anticipated will not include violence, crime or disorderly conduct.
 - (4) That the proposed activity will not entail extraordinary or burdensome expense or police operation by the Township.
 - (5) That the facilities desired have not been reserved for other use at the date and hour requested in the application.
- C. Appeal. Within five days after the receipt of an application, the Recreation Committee shall apprise an applicant, in writing, of its reasons for refusing a permit, and any aggrieved person shall have the right to appeal to the Township Committee by serving written notice thereof on the Township Clerk within five days of said refusal. A copy of said notice shall also be served on the Recreation Committee within the same time, and said Committee shall immediately forward the application and the reasons for its refusal to the Township Committee, which shall consider the application under the standards set forth under Subsection B hereof and sustain or overrule the Recreation Committee's decision within 10 days from the receipt of the appeal by the Township Clerk. The decision of the Township Committee shall be final.
- D. A permittee shall be bound by all field and park rules and regulations and all applicable ordinances fully as though the same were inserted in said permits.
- E. An applicant is required to supply evidence of liability and hazard insurance with a single limit of \$1,000,000 and naming the Township of Elk, New Jersey, as an additional insured.
- F. Unless specifically identified in Subsection I hereof, each applicant shall submit, with the application for permit, the sum set forth in Chapter ____, Fees, representing a nonrefundable registration fee and a security deposit. In the event that any provision of this article is violated by a permittee, the security deposit is forfeited.
- G. The person or persons to whom the permit is issued shall be liable for all loss, damage or injury to any person or property whatever by reason of the negligence of the person or persons to whom such permit shall have been issued.
- H. Revocation. The Recreation Committee shall have the authority to revoke a permit upon a finding of violation of this section or any rule, statute or ordinance or upon good cause shown.
- I. Exceptions. The following groups shall be exempt from the requirements of Subsection F above:
 - (1) Elk Township Baseball
 - (2) Elk Township Soccer League.
 - (3) Elk Township Fire Departments.
 - (4) Elk Township Ambulance Corp.
 - (5) Elk Township Police Department.
 - (6) Any Elk Township organization which has the approval of the Committee, subject to special conditions set forth by the aforementioned Committee.
- J. The exemption granted to any group by this section may be revoked by Recreation Department if such group violates any of the provisions of this § ____.
- K. All Township sponsored sports supersedes any other applicants for field use and playtime.