

BOROUGH OF PROSPECT PARK
HOFSTRA PARK & SPRAY PARK APPLICATION

APPLICANT INFORMATION

Name of Organization _____

Contact Person for Organization _____

Mailing Address _____

Phone Number _____ Cell _____ Fax _____

To hold picnics, serve food, or hold any group activity by groups of more than twelve (12) persons, a permit must be obtained prior to the event.

PAVILION PERMIT

Fees*:

Residents

\$50.00 for 10:00AM to 3:00PM or 4:00PM to Close. _____

\$75.00 Open to Close _____

Non-Residents

\$100.00 for 10:00AM to 3:00PM or 4:00PM to Close _____

\$150.00 Open to Close _____

SPRAY PARK

Fees*:

Residents

\$75.00 For a 2 Hour increment... Hrs. are as follows 10am-12pm _____ or 5:00pm-7:00pm _____

\$ 100.00 for rentals during ordinary operating hours upon special approval by the Mayor and Council

(Hours will be determined upon the rental agreement)

Non-Residents

\$150.00 For a 2 Hour increment... Hrs. are as follows 10am-12pm _____ or 5:00pm-7:00pm _____

\$200.00 for rentals during ordinary operating hours upon special approval by the Mayor and Council

(Hours will be determined upon the rental agreement)

** Fee for use of the pavilion are **non-refundable**. In the event that it rains or snows on the date for which the permit for the use of the Pavilion was issued and the applicant is unable to utilize the Pavilion on said date, the applicant shall be credited the initial application fee towards the subsequent application for a permit for the use of the pavilion. However, a credit for the application fee shall be on non transferrable and shall expire within one (1) year from the date which the permit was issued.

Check for Facility Required

- Ball Field 1
- Ball Field 2
- Spray Park

- Tennis Court 1
- Basketball Court 1 (fenced)
- Basketball Field Court 2 (half court)

DATE REQUESTING: _____ TIME REQUESTED: _____

TO BE USED FOR WHAT PURPOSED: _____

IN CONNECTION WITH THE ABOVE ACTIVITY, PERMISSION IS HEREBY REQUESTED FOR THE USE OF THE FOLLOWING EQUIPMENT: _____

WILL YOU NEED ELECTRICITY: _____ BATHROOMS: Not Available

(Port-A-Potty's available on site)

INSURANCE

YOU MUST GO TO AN INSURANCE COMPANY/AGENT AND REQUEST A LIABILITY POLICY FOR THE DAY OF THE EVENT. WHEN YOU RECEIVE THE POLICY YOU MUST SUBMIT A COPY OF THE CERTIFICATE OF INSURANCE TO THE BOROUGH OF PROSPECT PARK COVERING BOTH THE APPLICANT AND THE BOROUGH. **THE BOROUGH IS NOT RESPONSIBLE FOR INJURIES WHATSOEVER.** Certificate Received _____ Yes _____ NO (See Attached) _____)

Adequate insurance for liability covering both the applicant and the Borough must be submitted. For business establishments, the applicant shall submit a certificate of insurance with their application naming the Borough of Prospect Park as a co-insured party. (§ 58-9, Code of the Borough of Prospect Park)

(OVER)

RULES AND REGULATIONS

PARK HOURS: Opens ½ hour before sunset. Closes ½ hour after sunset.

IT SHALL BE ILLEGAL AT ANY TIME TO DO OR CAUSE TO BE DONE ANY OF THE FOLLOWING ACTS WITHIN THE CONFINES OF HOFSTRA PARK.

- To drive or park any self-propelled vehicle other than on the roads or on parking areas designed for that purpose.
- To allow any dog to run at large.
- To bring, use or fire any explosives, firearm or air gun into or across said park.
- To sell or offer to sell any objects or merchandise therein, except by permission given by the Mayor and Council.
- To light, build, kindle or maintain any fire, except in places provided for that purpose.
- **NO LITTERING** – To bring into, throw, or place on any part of the grounds any papers, trash or other refuse matter and to fail to place such materials to be disposed of in the receptacles placed in the park for such purpose.
- **NO FIGHTING** – To engage in any rowdyism or fisticuffs therein.
- To drive or park any unlicensed self-propelled vehicle anywhere within the park.
- To commit any acts of vandalism.
- To damage, destroy, mar or remove any of the facilities, plants or vegetation.
- To allow any horse or pony upon the premises, except by permission given by the Mayor and Council for special events.
- To drive any self-propelled vehicle at a speed in excess of fifteen (15) miles per hour.
- **In accordance to Ordinance § 22-3 No person shall consume Alcoholic Beverages in any public areas within the Borough of Prospect Park (including Hofstra Park and it’s facilities)**

Permits shall only be issued to organizations which demonstrate prudent responsibility for the safety and welfare of prospective users of the park and for the proper care of the park.

It is hereby understood and agreed upon that if permission is granted, the undersigned applicant will assume responsibility for the preservation of order on said grounds, liability for all damages incurred, injuries sustained, or loss of property that may accrue, and for the due observation of all ordinance and regulations of the Borough of Prospect Park.

It is also understood and agreed upon that if permission is granted, the undersigned applicant agrees to indemnify and hold harmless the Borough, it’s officers, employees and agents from all liability, actions, suits, judgments, loss expenses, costs and damage which may arise by reason of any damage or injury sustained by any such person or property arising in any fashion whatsoever from the use of the park and it’s facilities.

I do hereby respectfully make application to the Borough of Prospect Park Board of recreation for a park permit. I have read, understand and agree to the conditions of this application and regulations governing the use of the Hofstra Park facilities. I also understand any violations of these regulations may result in the loss of deposit and may prohibit future use of park facilities by me and/or the organization I represent.

Applicant Signature _____ Date _____

Borough Clerk _____ Date _____

For Office Use Only

Permit Approved _____ Issued Date _____ Permit # _____

Permit Denied _____ Reason for denial _____

Director of Recreation Signature _____ Date _____