

APPLICATION FOR USE OF MUNICIPAL RECREATION AREA

UPDATED PER ORDINANCE 06-2024

Complete this form and return to above address or
recreation@franklinborough.org

- FEES:** Daily use of recreation fields: ☐ \$75 (non-refundable)
- Seasonal use of fields: ☐ \$400 (non-refundable)
- Security deposit for damage to fields: ☐ \$400 (refundable)
- Use of Refreshment stands: ☐ \$50 – Daily (nonrefundable)
- ☐ \$300– Seasonal (Nonrefundable)
- Use of fixed municipal restrooms: ☐ \$50 per event (non-refundable)
- Lighting fee: ☐ \$75 (non-refundable) - Daily
- ☐ \$350 (non-refundable)-Seasonal

1) Purpose of Request:

_____ Meeting(s), Private Party (specify): _____

_____ Sporting Event (specify): _____

_____ Other (explain): _____

2) Building or Property Requested:

_____ Franklin Pond Park Recreation Area (please specify) _____

_____ Field Use (please specify): _____

3) Date(s) / Time(s) Requested: _____

Date(s): _____

Time(s): From: _____ To: _____

REQUIREMENTS

1. A detailed schedule must be presented.
2. The applicant agrees to assume responsibility for setting up of any seating arrangement other than those that presently exist, and if changed, to restore seating to the original arrangement.
3. The applicant agrees to reasonably clean the premises after usage, leaving rooms or area in the same state of cleanliness that existed prior to usage.
4. The applicant agrees to pay for, and to assume financial responsibility for any damages to the Borough of Franklin premises utilized during the period of usage by the organization the applicant represents (excluding indemnification for damages caused by Borough's negligence).
5. The applicant agrees that no alcoholic beverages or controlled dangerous substances of any kind will be served or consumed during the period of usage.

6. The applicant agrees that food or non-alcoholic beverages may only be consumed in areas designated by the Borough of Franklin. All trash and debris will be deposited in approved bags and/or containers.

7. The applicant agrees that this permission may be canceled by the Borough of Franklin prior to the time of the approved use if the premises are needed for an emergency use by another Municipal Body (Municipal Court, Police, Governing Body, etc.) If this occurs, the applicant will be entitled to a refund or any daily fees incurred.

8. The premises are not to be used to gain profit nor will fees of admission be charged to any Municipal land, nor will unauthorized raffles be held without the proper State Lottery Permit.

9. The applicant agrees to abide by the laws of the United States and the State of New Jersey as well as all Franklin Borough ordinances and the Borough Code of Conduct. Failure to comply with any of the foregoing may result in immediate termination of the agreement without refund and other action subject to the discretion of the Borough Recreation Commission and/or the Borough Mayor and Council.

10. HOLD HARMLESS AGREEMENT. For and in consideration of the use of the above Borough of Franklin Municipal Property, the applicant agrees to save and hold harmless the Borough of Franklin, its servants, agents, employees, or any subdivision thereof, from any and all liability or costs arising out of the use of the above premises or property by the applicant, the applicant's invitees, or other persons present at the time of the applicant's use of the premises. The applicant specifically agrees that this indemnification and HOLD HARMLESS AGREEMENT shall include the responsibility to provide legal defense for the Borough of Franklin for any suit arising out of the applicant's use of the premises and that should the applicant's insurance carrier fail or refuse to provide such a defense, the applicant will reimburse the Borough for any costs incurred by it for any person or organization acting on its behalf.

11. BACKGROUND CHECKS. By signing below the representative of the Organization certifies that the Organization is in compliance with Franklin Borough Ordinance (Chapter 196, Rules and Regulations, R(10) requiring all adults, those persons 18 years of age or older, including but not limited to coaches, assistant coaches, or similar positions involved in educating, directing or supervising youth have passed a timely criminal history background check as set forth in N.J.S.A. 15A:3A-2 et seq.

Name of Applicant: _____
(Organization or Group)

Signature of Officer: _____

Print Name of Officer: _____

Title of Officer: _____

Address: _____
(Street) (City) (State) (Zip)

Phone #: _____ Email: _____

Date of Application: _____

Note: This application will only be heard for approval when:

- 1. The form is completed
- 2. A coach/leader list of all individuals who have passed background checks with contact information is provided
- 3. A detailed schedule of events (games & practices) is provided
- 4. An approved Certificate of Insurance is provided
- 5. A signed Borough Code of Conduct is provided
- 6. Payment of fees and refundable deposits are received.

Approved By: _____ Signature _____

Date of Approval: _____

INTERNAL USE ONLY: Date of Completeness: _____

FORM/SCHEDULE/ROSTER:	_____ Received	_____ Date	_____ Signature of Chairperson
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CERT OF INSURANCE:	_____ Received	_____ Date
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CODE OF CONDUCT:	_____ Received	_____ Date
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PAYMENT OF FEE/DEP	_____ Received	_____ Date
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