

**WASHINGTON BOROUGH RECREATION COMMISSION**

**Washington, New Jersey 07882**

**REQUEST FOR USE OF ATHLETIC FIELDS AND FACILITIES**

All persons or 3<sup>rd</sup> party organizations requesting use of fields or facilities must furnish the following applicable information. A letter will be sent indicating approval or disapproval after the monthly meeting of the Recreation Commission. Meetings are held on the second Wednesday of each month and request must be submitted 30 days prior to use. Please note that Washington Borough Recreation programs are exempt from these fees and have first priority in field usage.

Name of Organization: \_\_\_\_\_

Person Responsible: \_\_\_\_\_

Address of Organization: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Please indicate if organization consists of Borough Residents (over 70%) or Non-Borough Residents.

Borough Residents: \_\_\_\_\_% Number of Teams  
\_\_\_\_\_

Non-Borough Residents: \_\_\_\_\_% \_\_\_\_\_

Ages of Participants: \_\_\_\_\_

**FIELD OR FACILITIES TO BE USED**

Borough Park:  
(Specify field or facility) \_\_\_\_\_

Other (Specify): \_\_\_\_\_

Date(s) Required: \_\_\_\_\_

Time of Day: \_\_\_\_\_

Purpose for Use: \_\_\_\_\_

Attendance Expected: \_\_\_\_\_

Fees may be assessed for use of fields or facilities. See attached schedule of fees. Fees are not due until written approval is given with due date indicated.

***The Washington Borough Recreation Commission reserves the right  
to close fields or facilities if conditions warrant this action***

**WASHINGTON BOROUGH RECREATION COMMISSION  
RULES GOVERNING USE OF FIELDS AND FACILITIES**

1. No alcoholic beverages
2. No fires of any kind without permission
3. Activity is restricted to that area for which permission has been granted
4. The responsible party in charge of the activity shall be present before the activity is due to start and remain with the group until all have left.
5. All litter will be placed in the containers provided
6. Park is closed ½ hour after sunset
7. No solicitations without approval of the Borough Commission
8. Abide by all other park rules and regulations as per signage
9. No raffles may be held without a license
10. No pets are allowed except on walking paths
11. No loud music
- 12: 3rd party cannot drag and/or line Borough fields if applicable.

**PLEASE PROVIDE A CERTIFICATE OF LIABILITY INSURANCE**

General Liability Coverage Required - \$1MM/Occurrence, \$2MM/Aggregate  
Showing Washington Borough, Warren County, NJ as Certificate Holder/Additional Insured  
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I agree, on behalf of the indicated organization, that all members and guests will observe the regulations and that we, individually and as an organization, will assume full financial responsibility for any and all damages to property during the indicated period of use. We also agree that our organization will, at all times hereafter indemnify the Recreation Commission against any loss, damage, or expense of any kind, which said Commission may sustain or incur because of use of the above discussed facilities by our organization and we will further hold said Commission harmless for loss of any kind in connection herewith.

Requesting Party Signature: \_\_\_\_\_

Date of Request: \_\_\_\_\_

**(Written approval/rejection will be provided promptly)**

Approved by Recreation Committee 7/09/15

**WASHINGTON BOROUGH**

**USE FEES FOR BOROUGH FIELDS**

**BALL FIELDS, BASKETBALL COURTS (TEAM PLAY, PER SEASON)**

Note: This fee enables a team to use a field for up to **10 hours per week**. *Maintenance Fees are separate if applicable*

**\*Borough Recreation teams are exempt from these fees as they are part of registration**

**\*\*If Only a one time field usage fee (3<sup>rd</sup> parties) - \$35. Lights and field prep are separate from this fee if applicable\*\***

	<u>Fields</u>	<u>*Borough Residents</u>	<u>Non-Boro Residents</u>
Youth Leagues (9-18 yrs.)	Boro Park (does not include lights)	\$100	\$200
	Vara Field	\$50	\$100
	Steinhardt Field	\$100	\$200
	Basketball Courts (does not include lights)	\$50	\$50
	Any other Field	\$50	\$100
**Adult Leagues (over 18 yrs.)		\$150	\$300
Ages 8 and Under	Any	No Fee	\$50

**\*\* Adult Leagues (example Softball, Baseball, Basketball) are exempt from these fees IF there is a separate signed agreement.**

Note: In order for a team to qualify for Borough resident fee rates, the team must be made up of 90% Washington Borough residents. A list of team participants with addresses may be required.

**PAVILION RENTAL - DAILY FEE – See Form at Borough Hall (4 hour rental = \$25)**