

Borough of High Bridge Field Reservation Application

Completed applications (with proof of insurance) must be submitted to Borough Parks and Recreation Committee, c/o Borough Clerk, at least 30 days in advance of the event.

Please attach a Certificate of Insurance showing proof of liability insurance with a limit of at least \$1,000,000 per occurrence naming the Borough of High Bridge as an additional insured with respects to the above mentioned event.

Alcoholic beverages are prohibited in any public park or facility without the prior application and authorization by the Mayor and Council.

Event Information:

Type of Use: _____

Proposed Field requested: _____

Date of Event: _____ (If multiple please list or attach doc)

Time of Event: _____

Number of persons expected: _____

Applicant Information:

Authorized Contact name and/or organization: _____

Address: _____

Phone Number: _____

Fax Number: _____

Email Address: _____

Authorized Alternate Contact name: _____

Address: _____

Phone number: _____ Email Address: _____

Insurance Information:

Insurance Company Name: _____

Insurance Company Address: _____

Phone Number: _____ Fax: _____

Agent / Contact Name: _____

Additional Supporting Information:

Borough of High Bridge Contact Names: (For any questions or concerns)

High Bridge Borough Municipal Officer:

Name: Administrator, Michael Pappas

Email: administrator@highbridge.org

Council Liaison:

Name: Keir LoIacono

Email: kloiacono@highbridge.org

Emergency Services:

All Field Reservation applicants MUST make prior contact with the High Bridge Emergency Services to provide adequate event information and any additional information that may be required by our Emergency Services.

High Bridge Police Department:

Contact Name: Chief Brett Bartman

Phone #: 908-638-6500

Comment: _____

Signature of Chief: _____ Date: _____

High Bridge Emergency Squad:

Contact Name: John Silliman

Email: chief@hbes.org

Comment: _____

Signature of Chief: _____ Date: _____

High Bridge Fire Department:

Contact Name: Jeff Smith

Email: jeffreysmith14@msn.com

Comment: _____

Signature of Chief: _____ Date: _____

I, hereby, agree that all information above is true to the best of my knowledge and understand that the Borough of High Bridge may require additional information on which to base a satisfactory approval.

An event fee may be charged by the Borough of High Bridge for use of any of its recreational open space. All fees MUST be paid to the Borough of High Bridge upon approval but prior to the issuance of the above Field Permit.

Authorized Signature: _____ Date: _____

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Approval for Field Usage Application – Borough Use Only Below This Line

_____ The above application is approved for use as listed

-OR-

_____ The above application is approved with the following conditions

-OR-

_____ The above application is NOT APPROVED. REASONS for denial:

Authorized Parks and Recreation Committee Officer

Date