

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. 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)

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:

Please attach proof of insurance in the minimum coverage of at least \$500,000. and specifically identifying the above event (certificate of insurance or evidence of insurance must name the "Borough of High Bridge" as an additional insured)

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 Clerk/Administrator:

Name: John Gregory, Administrator Phone #: 908-638-6455

Council Liaison:

Name: Adrienne Shipps Phone #: 908-638-6455

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: _____

Borough Hall use only:

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 #: 908-638-6957

Comment: _____

High Bridge Emergency Squad:

Contact Name: John Silliman

Phone #:

Comment: jt@silliman.net

High Bridge Fire Department:

Contact Name: Jeff Smith

Phone #: 908-285-1318

Comment _____

Approval for Field Usage

Approval of Application

_____ The above application is approved for use as listed

_____ The above application is approved WITH THE FOLLOWING CONDITIONS

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