Logo

Description automatically generated**Township of Montclair**

**Recreation and Cultural Affairs**

205 Claremont Ave- Montclair, NJ 07042

973-509-4915- Fax: 973-744-1947

**PARK FACILITY PERMIT APPLICATION**

**DIRECTIONS:**

1. **Fill out application completely.**
2. **Submit application back to the Recreation and Cultural Affairs Department or email [mjreaves@montclairnjusa.org](mailto:mjreaves@montclairnjusa.org) .**
3. **If accepted, a park or facility permit will issue an appropriate fee charged.**

**APPLICANT INFORMATION**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company / Organization Contact Person (s) Phone number

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Email address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street address City / State / Zip

**Person Responsible for supervision if different than above ( *MUST be present during event* )**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name Phone number Alternate number

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street address City / State / Zip

**EVENT INFORMATION**

Type of activity / event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Will there be admission charged: Yes No (Circle one)

Name and purpose of event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Park / facility requested \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Alternate park / facility request\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Start Time: \_\_\_\_\_\_\_\_ End Time: \_\_\_\_\_\_\_\_ Estimated attendance: \_\_\_\_\_\_**

Rain date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Start Time: \_\_\_\_\_\_\_\_\_End Time: \_\_\_\_\_\_\_\_\_

Will there be music? Yes No **(if yes, you must answer 1 & 2)**

1. Type of music: DJ \_\_\_\_Band \_\_\_\_Radio \_\_\_\_ iPod \_\_\_\_ Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Will it be amplified? Yes No

**\*\*\*\*\* PARK RULES AND REGULATIONS \*\*\*\*\***

Township Ordinance 162-2: PROHIBITS:

* Soliciting
* Golf
* Open Fires / Cooking
* Unleashed Dogs
* Alcoholic Beverages
* Motorized Vehicles
* Glass Containers

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_

Signature of Applicant Authorized signature of approval

Fee (In accordance with MRCA policy) $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_