



READINGTON RECREATION FACILITY USE REQUEST FORM

Contact person _____ Cell phone _____

Address _____

Organization _____ Email _____

PARK	AREA TO BE USE
Cornhuskers	_____
Pickell Park Gazebo	_____
[Two charcoal grills next to Pickell Gazebo]	
Pickell Park	_____
East Whitehouse	_____
Hillcrest Park	_____
Summer Road Park	_____
OTHER: _____	
Age Group	_____
Use	_____
Date(s)	_____
Time	_____
(set up)	(departure)
Number of people attending	_____
Please indicate:	
League	Tournament

Additional insurance certificate naming Readington Recreation is required for the following:

Rental Tent
 Amplified or Live Music
 Use of rental equipment
 Use of caterer
 Use of contracted entertainment
 Use of contracted recreational equipment
 *Beer/wine

For any of these above items contractor is required to provide The Recreation Office with a certificate of insurance in the amount of \$1,000,000 (one million dollars) naming NJ department of Environmental Protection and The Township of Readington as additionally insured.

***USE OF ALCOHOLIC BEVERAGES REQUIRES A SEPARATE PERMIT AND FEE**

CANCELLATION POLICY:
All fees are non-refundable unless Readington Recreation cancels the event due to weather conditions.

Total fee \$ _____

Check payable to Readington Township

Received by _____ Date _____

Notes: _____

FEES ARE NON-REFUNDABLE

It is understood that the undersigned will assume responsibility for the preservation of the Readington Township Recreation Facility and liability for any damage that may occur. It is also understood that all regulations of the park will be adhered to including cleaning up of area used.

There is no park staff on weekends. I understand that I am responsible for full clean up of the park area.

I have received a copy of the Readington Township Rules and Regulations for facility usage. I understand all conditions of use of the parks and facilities requested above.

Signature _____ Date _____

READINGTON TOWNSHIP DEPARTMENT OF RECREATION

FACILITY FEE SCHEDULE

PAVILIONS	RESIDENT	NONRESIDENT
Pickell & Summer Rd		
Family 1-30	\$30.00	\$45.00
Family 31-100	\$45.00	\$85.00
Corporate 0-100	\$100.00	\$180.00
Additional Group Size	RESIDENT	NONRESIDENT
101-200	Family \$70.00/Corp \$125.00	Family \$105.00/Corp \$230.00
201-250	Family \$95.00/Corp \$150.00	Family \$180.00/Corp \$260.00
251-300	Family \$120.00/Corp \$175.00	Family \$230.00/Corp \$310.00
301-350	Family \$145.00/Corp \$195.00	Family \$280.00/Corp \$360.00
351-400	Family \$170.00/Corp \$215.00	Family \$330.00/Corp \$410.00
Beer & Wine Permit		
Family	\$50.00	\$100.00
Corporate	\$150.00	\$300.00
FIELD USE ALL PARKS		
Ball Fields (one time use)	\$30.00/\$50 lined	\$35.00/\$55 lined
Soccer	\$30.00	\$35.00
Corporate	\$40/\$60.00 lined	\$80.00/\$100.00 lined
Ballfield League (9 game minimum)	\$50.00	\$55.00
Tournament Rate (3 field min)	\$50.00 per field/per day	
Camp Fee per field	\$50.00 per day	\$50 per day

DOBOZYNSKI COTTAGE

General meeting room use	\$20.00	\$40.00
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NON-PROFIT AND AFFILIATED GROUPS

Non-profit groups only pay 75% of cost for any pavilion rentals Monday through Friday. (Full cost on weekends.)

FACILITY RESERVATION FEES ARE NON-REFUNDABLE.

Weather Cancellation Policy: Reservation fees may be credited toward another available date, if notice of a weather-related cancellation is provided to the recreation office, by calling 908-534-9752, PRIOR to the event start time, on the scheduled reservation date. Re-booking can only be accommodated on a one-time basis.