



FORT BILLINGS PARK APPLICATION

Fee to use the Park: Resident - \$50.00 Non-refundable
Non-Resident - \$250.00*

*\$200.00 will be refunded within 30 days following the event provided the park facilities are left clean and in the same condition as they existed before the event.

The gate will not be opened for any reason and there are to be no vehicles past the gate, without advance notice if need to do so.

Minimum amount in attendance – 10 or more individuals

Submit application 14 days prior to the event.

Applicant's Name _____

Address _____

Phone # _____

AUTHORIZED REPRESENTATIVE TO BE RESPONSIBLE:

Name _____

Address _____

Phone # _____

___ Individual ___ Corporate ___ Association ___ Organization ___ Other

Nature, Activity or Purpose of Use Intended _____

Will Fundraising be involved in purpose? ___ Yes ___ No

If yes, please explain _____

Estimated Number of Persons Attending _____

Dates of requested use: _____

Hours of use: From _____ To _____

Rain Date: _____

Will Applicant require electricity? ____ Yes ____ No

If a repeat applicant, please specify last date of use: _____

____ (Please check) Applicant intends to provide security, clean-up and maintenance. (May be cause for denial if not checked.)

Has Applicant examined the list of Schedule A Regulations? ____ Yes ____ No

Would the applicant wish to make any variances to these regulations? __ Yes __ No

If yes, please explain: _____

INSURANCE REQUIREMENTS:

- Individual applicants must include proof of personal/general liability insurance not less than \$500,000 per occurrence.
- Organizations/Businesses must include proof of general liability insurance not less than \$1,000,000 per occurrence.

Proof of insurance is to be a certificate of insurance. The Borough of Paulsboro is to be included as an additional insured.

In the event, the renter does not have sufficient insurance in place, they can either contact an insurance agent of their choice for coverage or they can purchase a one-day event policy through the Borough's Tenant Users Liability Insurance Program (TULIP). The application and payment must be done on line at the following link:

Referral Link: <https://app.gatherguard.com/?v=4990-126>

Venue ID Code: 4990-126

Please note that the Borough does not receive any compensation for use of this program and only offers it as an accommodation for a renter in the event they cannot secure coverage on their own.

PLEASE NOTE:

- If inflatables will be at the event, the certificate of insurance must specifically state the inflatable(s) are not excluded from coverage.
 - The GatherGuard program does not provide coverage for inflatables.
- If renter is hosting an organized sporting event, the certificate of insurance must specifically state that coverage is afforded to participants.

Additional Comments of Applicant: _____

I, the Applicant, being at least 18 years old, by applying to the Borough of Paulsboro for the use of Fort Billings Park, hereby give my approval to participate within the boundaries of the rules. I observe that the Park is to be used in the time allotted as per designated hours; and failure to comply might risk my eviction from the Park.

In the event of an injury due to accidents beyond their control, I do hereby waive, release, absolve, indemnify and agree to hold harmless the Borough of Paulsboro, its Supervisors, Employees, and all program volunteers, as well as, other persons connected with the Borough of Paulsboro from all liability and all claims relating to personal injury or property damage that I or my child may sustain by reason of my/our safe participation in these facilities.

The undersigned certifies as material fact that he/she is authorized to execute for the applicant that he/she has examined Schedule A Regulations, and penalty provisions and the he/she understands their content on behalf of his/her group or association and that all conditions or terms of approval will be met.

Date _____

(Authorized person to be responsible)

INSTRUCTIONS

- Call the Borough Hall at 856-423-1500 to tentatively reserve the date.
- Upon receipt of the application, examine Schedule A Regulations thoroughly.
- Complete application in its entirety and return within 14 days of date of use.
- Obtain insurance coverage and present copy of the Certificate of Insurance to the Borough Hall
- Reservations cannot be issued for holiday weekends due to the wide use of the areas by the public. Holiday weekends are on a first come, first serve basis only.
- Cost to use the park to be paid in cash, check, or money order.
- Any inquiries or comments should be directed to Kathy A. VanScoy.
- The gate will not be opened for any reason and there are to be no vehicles past the gate, without advance notice if need to do so.