

OFFICE LOCATION:  
Borough Hall  
47 Broad Street  
Eatontown, NJ 07724

rec@eatontownnj.com

**BOROUGH OF EATONTOWN**

Department of Recreation  
47 Broad Street  
Eatontown, NJ 07724



**JANICE GRASSO**  
*Recreation Director*

*Tel: (732) 389-7664*

[www.eatontownnj.com](http://www.eatontownnj.com)

Dear Prospective Field Renter,

Attached is an Eatontown Recreation Field Usage Permit Application Packet. Completed applications can be either dropped off or mailed to the "Office Location" listed above or emailed to rec@eatontownnj.com.

Only completed applications will be accepted – all pieces of information must be included for the request to be considered. Please be sure to include a certificate of insurance with the submitted paperwork. Upon receipt of all properly completed applications, the requested usage will be reviewed, and the applicant will be contacted. If approved, renters should be sure to always keep a copy with them during their field use.

If you have any questions, feel free to contact Eatontown Recreation at 732-389-7664 or email rec@eatontownnj.com

Sincerely,

Eatontown Recreation

**BOROUGH OF EATONTOWN DEPARTMENT OF RECREATION  
FIELD USAGE PERMIT APPLICATION**

47 Broad Street, Eatontown, NJ 07724  
Phone: 732-389-7664 - rec@eatontownnj.com  
Please print clearly!

Date of Application: \_\_\_\_\_

Organization: \_\_\_\_\_

Representative or Individual: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Additional Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Describe Field Use: \_\_\_\_\_

Will a fee be charged to participants or teams? Yes or No: \_\_\_\_\_ Fee Amount: \_\_\_\_\_

**FIELD INFORMATION:**

Field Location:	Date:	Specific Time: From - To	(P)- Prac. (G) Game (T) Tourny

**Rules and Regulations**

1. Leasing organization shall be responsible for the behavior of all persons participating in and/or attending the event(s) for which this agreement is made.
2. Certificate of Insurance naming Borough of Eatontown as additional insured required - attach copy to this application.
3. Completion of Hold Harmless Agreement (attached) required.
4. All coaches must be background checked; league must furnish proof to Recreation office.
5. Do Not Litter! If field is not left clean, Leasee will be assessed an additional fee and lose rental privileges.
6. No alcoholic beverages permitted.
7. Park in designated areas only, in parking spaces, not on grass. Summonses will be issued to violators.
8. Do not alter the field in any way, shape, or form.
9. The Recreation Department reserves the right to cancel this permit for any date needed for a Recreation event.
10. Any individual or organization violating the above rules and regulations could cause their permit to be reevaluated or revoked.

I/We \_\_\_\_\_ as the duly authorized representative(s) of \_\_\_\_\_  
agree to abide by and comply with all rules and regulations as stipulated above.

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

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47 Broad Street  
Eatontown, NJ 07724



**JANICE GRASSO**  
Recreation Director

Tel: (732) 389-7607  
FAX: (732) 389-7670  
[www.eatontownnj.com](http://www.eatontownnj.com)

**BOROUGH OF EATONTOWN  
HOLD HARMLESS AGREEMENT**

between the Borough of Eatontown  
AND

\_\_\_\_\_  
(Organization/Individual Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Telephone Number)

In consideration for use of the municipality owned facilities located at \_\_\_\_\_, on the following date(s): \_\_\_\_\_ for the purpose of \_\_\_\_\_ the undersigned agrees to indemnify, defend and hold the Borough of Eatontown and its officers, agents, members, servants, employees and assigns harmless from any and all liability, demands, claims, suits, losses, injuries, damages, judgments, expenses, costs and attorney's fees arising out of the use of the property referred to above. I understand that this Hold Harmless Agreement also requires that the Borough of Eatontown is indemnified from any and all liability, claims, demands, damages, judgments, expenses and costs of any kind resulting from the acts or omissions from any guest, participant, visitor or other person attending the event herein referred to.

Unless raised in writing, (Organization) \_\_\_\_\_ agrees to furnish a Certificate of Insurance as to Workers Compensation coverage (except for an individual) specifically naming the Borough of Eatontown as additional insured, providing general liability, bodily injury and property damage coverage with minimum limits not less than:

\$500,000 for an individual

\$1,000,000 for non-profit organization

\$1,000,000 for a profit making organization or corporation

Signed this \_\_\_\_\_ day of \_\_\_\_\_, year of \_\_\_\_\_ as the binding act in deed of:

\_\_\_\_\_  
(Name of Organization)