



Bethlehem Township - Facility Use Form Heritage Huczko Fields

Date of Application: _____

Organization Name, Address & Telephone: _____

Contact Individual Name, Address & Telephone: _____

Telephone: _____

H: _____ C: _____

Certificate of Insurance required for any organized sports league. Copy enclosed yes or no

FIELD USAGE FEE - SEE PAGE 4 - ANY QUESTIONS PLEASE CONTACT 735-4107 X101

SECURITY DEPOSIT OF \$300 required per field per each scheduled period. The security deposit is to accompany this application and submitted a minimum of seven (7) days prior to the requested date(s).

FIELD USAGE: *Youth Groups - names and ages of participants must be listed & attached along with the names of the supervisor(s).

Date(s) requested: _____ Purpose: _____

Baseball and/or Softball - Number of Fields Requested: 1 2 3 4 (please circle)

Soccer or Lacrosse - Number of Fields Requested: 1 2 3 4 (please circle)

Non-Field Area or Grass Only for event needed: yes no (please circle)

Set Up Time: _____ Approx. Number of Attendees: _____

Start Time: _____ Approx. Number/Percent of Beth. Twp Residents: (if applicable) _____

End Time: _____ Admission Charged: yes no (please circle)

Clean Up Time: _____

Alcoholic Beverage (State Social Affair Permit required if selling) yes or no
or will be obtained 30 days prior to scheduled event if approved

Please make checks payable to and return to:
Township of Bethlehem, c/o BTREC-Park Use,
405 Mine Rd, Asbury NJ 08802

For Office Use:
Date Application Received: _____
Application Received By: _____



Bethlehem Township - Facility Use Form Heritage Park Pavilion

Date of Application: _____

Organization Name, Address & Telephone:

Telephone: _____

Contact Individual Name, Address & Telephone:

H: _____ C: _____

Certificate of Insurance required for any organized sports league. Copy enclosed yes or no

PAVILION USAGE FEE - SEE PAGE 4 - ANY QUESTIONS PLEASE CONTACT 735-4107 x101

SECURITY DEPOSIT OF \$50/\$90/\$175 required per quadrant of pavilion rental per each scheduled period. The security deposit is to accompany this application and submitted a minimum of 7 days prior to the requested date(s).

PAVILION RENTAL: *Youth Groups-names and ages of participants must be listed & attached along with the names of the supervisor(s).

Date(s) requested: _____ Purpose: _____

Quadrants Requested: 1 2 (half pavilion) Whole Pavillion (please circle)

Set Up Time: _____ Approx. Number of Attendees: _____

Start Time: _____ Approx. Number/Percent of Beth. Twp Residents: (If applicable) _____

End Time: _____ Admission Charged: yes no (please circle)

Clean Up Time: _____ Electricity Requested: yes no (please circle)

Live Music or Entertainment: yes no (please circle/for conflict purposes)

Alcoholic Beverage (State Social Affair Permit required if selling) yes no
or will be obtained 30 days prior to scheduled event if approved

Please make checks payable to and return to:
Township of Bethlehem, c/o BTREC-Park Use,
405 Mine Rd, Asbury NJ 08802

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THE FOLLOWING MUST BE SUBMITTED WITH THE APPLICATION TO RETAIN USE OF HERITAGE PARK:

1. The application fee must be in the form of a certified check, money order or cash, payable to the Township of Bethlehem and submitted a minimum of seven (7) days prior to the requested date.
2. Security deposit required. This may be returned entirely or in part at the discretion of the Recreation Committee based on the condition of the Park. Payment must be in the form of a certified check, money order or cash, payable to the Township of Bethlehem.
3. Certificate of Insurance naming the Township of Bethlehem as an additional Insured for the event.
4. As a condition of the Township of Bethlehem granting the use of the park, the applicant shall assume all risk of and responsibility for, and agrees to indemnify, defend and save harmless the Township of Bethlehem, its officials, agents and servants from and against, any and all claims, demands suits, actions, recoveries, judgments and costs or expenses in connection therewith on account of the loss of life, property, injury or damage to the person, body or property of any person, or persons, which shall arise from or result directly or indirectly from the use of Heritage Park by the applicant's guests, friends, associates, contractors, subcontractors, or any other person or entity associated with the applicant.
5. A general security/parking plan with name and contact information of supervising person on premises at time of event.
6. It is possible that the Township of Bethlehem may grant permission to more than one group for use the facilities, if determined that there will be no conflict

ADDITIONAL NOTES: In submitting this application, the person representing the group or organization certifies to the Township the following:

1. That he/she has been authorized by the group or organization to represent it.
2. That the group and event is sponsored by the above-named organization
3. That the group requesting use of the park accepts the responsibility for the park and equipment.
4. No alcohol on the premises.
5. No gas grills, barbeques or other cooking equipment is permitted in the park, unless approved by the Township.
6. No dogs on the premises without leash / all pet owners are responsible for prompt and sanitary removal of pet waste.
7. Any and all garbage generated by the group must be bagged and removed from the premises.
8. No golfing on the premises
9. If 75 or more participants (players) are involved, the group must have an additional port-a-john delivered to the park for that day's event. Thereafter, for each additional 75 participants, another port-a-john must be at the park. THE GROUP RENTING THE PARK IS RESPONSIBLE FOR PAYING FOR THE PORT-A-JOHN.
10. No vehicles are allowed on the grass, fields or blacktop walkway to the snack shack along the pavilion.
11. The park hours are from dawn to dusk. Availability dates and times are determined by Bethlehem Township.
12. THE INDIVIDUAL/ORGANIZATION/GROUP MUST HAVE THIS APPLICATION PRESENT AT THE PARK IN THE EVENT OF A CONFLICT AND/OR DISPUTE WITH ANOTHER GROUP.
13. Speed limit is 5 mph.
14. No glass containers.

Signature/date to confirm this has been read and understood

APPLICATION FEE SCHEDULE

For a detailed listing of Bethlehem Township's Park Rules and Regulations and Fees and Category Descriptions, please view it at [www. www.bethlehemnj.org](http://www.bethlehemnj.org).

Field Fees	Resident	Non-Resident Use for	
1 Huczko Field	\$15.00 per game/\$300.00 per season	\$25.00 per game/\$450.00 per season	
Category I	Category II	Category III	Category IV
Fee-Free	Fee per game-\$10 Fee per season-\$200.00*	Fee per game-\$15 Fee per season-\$300.00*	Fee per game-\$25 Fee per season-\$450.00*

*Season shall be determined by the Recreation Commission with respect to each sport or recreational activity

Pavilion Fees	Up to 4 hours	Up to 8 hours
One Quadrant	\$150.00 (Security deposit: \$50.00)	\$300.00 (Security deposit: \$100.00)
Half of the Pavilion	\$275.00 (Security deposit: \$90.00)	\$550.00 (Security deposit: \$180.00)
Entire Pavllion	\$500.00 (Security deposit: \$175.00)	\$1000.00 (Security deposit: \$350.00)

TOWNSHIP USE ONLY – AUTHORIZATION

Field Security Deposit Required	\$300	\$ _____
Field Usage Fee – Final Determination:		\$ _____
Pavillon Security Deposit Required	\$50/\$90/\$175	\$ _____
Pavillon Rental Fee: _____ hrs @ \$_____ per hour		\$ _____
Total Fees:		\$ _____
Security Deposit Returned		(\$ _____)

Field Security Deposit Paid: Received on _____ Cash _____ Check # _____
 Returned in Full: Date _____
 Partial Return: Date _____ \$ _____
 Reason: _____

Pavillon Security Deposit Paid: Received on _____ Cash _____ Check # _____
 Returned in Full: Date _____
 Partial Return: Date _____ \$ _____
 Reason: _____

Usage Fee Paid: Received on _____ Cash _____ or Check # _____

- Insurance Certificate Attached? Yes or No
- Youth Group Membership List Attached? Yes or No
- Alcoholic Beverage Permit Received? Yes or No
- Cooking Equipment Requested? Approved or Denied
- State Police notified if applicable? Yes or No Copy attached Yes or No
- Public Works notified if applicable? Yes or No

NOTES: _____

I, _____, Township Committee Member, have read the foregoing application and agree to its terms and conditions on behalf of the applicant.

Signed: _____
 Title: _____
 Date: _____

Township Committee Action: Approved _____ Denied: _____
 Dated: _____