

**CITY OF PORT REPUBLIC**  
**RECREATIONAL FACILITIES REQUEST FORM**  
**Application for Residential and Non-Residential Field/Facility Use**

**PLEASE NOTE: FIRST COME, FIRST SERVED. DATES WILL NOT BE HELD WITHOUT ALL PAPERWORK. PAPER WORK MUST BE RETURNED WITHIN 14 DAYS OF EVENT DATE**

Today's Date \_\_\_\_\_

Name of Organization or Individual \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Person \_\_\_\_\_ Telephone # \_\_\_\_\_

Activity to which this application applies \_\_\_\_\_

Event Date(s): Start \_\_\_\_\_ End \_\_\_\_\_

Time Requested: Start: \_\_\_\_\_ End: \_\_\_\_\_

**Requesting:**

\_\_\_\_\_ Gazebo

\_\_\_\_\_ Pavilion

\_\_\_\_\_ Beach

\_\_\_\_\_ Ballfield

\_\_\_\_\_ Tennis Courts

\_\_\_\_\_ Basketball Courts

Estimated # of attendees \_\_\_\_\_

Is electricity required? Please check: Yes \_\_\_\_\_ No \_\_\_\_\_

**Fees:** Please check where appropriate below:

( ) City of Port Republic Resident or a school team – no charge.

( ) Event usage fee.....\$100.00 up to 50 people.....\$200.00 51 to 150 people (separate check from Deposit Fee)

( ) Deposit fee... (accepted in check form only and to be returned if area is left in proper order and clean) \$50.00 up to 50 people, \$75.00 for 51 to 150 people (separate check from Event Usage Fee)

**Certificate of Insurance:** A current certificate of insurance **must be** provided along with the application with minimum insurance limits of the following:

- A. Comprehensive General Liability: \$1,000,000 each occurrence/\$2,000,000 general Aggregate. Athletic Participation Included.
- B. Workers Compensation: If applicable. NJ Statutory benefits.
- C. City of Port Republic must be named additional insured.

**Important:**

The applicant applying for use of the checked facility agrees they will be the responsible party for all guests, invitees, employees and participants and will comply with all laws, rules and regulations and ordinances that pertain to the use of the facilities. The applicant has inspected the premises to be used and reported any defects, faulty equipment or repairs to the City of Port Republic PRIOR to and during the use of the facility. By use of the facility, applicant upon itself and its guests, invitees, employees and participants, accepts facility as in its present condition.

The applicant, to the fullest extent permitted by law, hereby agrees to indemnify and hold harmless the City of Port Republic, and all of its agents, directors, officers, employees and volunteers, against any and all claims, judgments, demands for damages and expenses, including but not limited to attorney's fees, arising out of, by reason of, on account of, in consequence of, or in connection with the use of the facilities, arising from accidents to any persons or property caused by the applicant, its guests, invitees, family member or participants or any other person(s) to which this application applies.

Print Name \_\_\_\_\_

Title (If applicable): \_\_\_\_\_

Signature \_\_\_\_\_

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

If applicable, include with this application two **separate** checks, one for Event Usage Fee and another for the Deposit Fee each made payable to **City of Port Republic**.

Office use only:

Date Application Received \_\_\_\_\_

\_\_\_\_ Certificate of Insurance

\_\_\_\_ Usage Fee, if applicable

\_\_\_\_ Deposit Fee, If applicable Amount \_\_\_\_\_ Check No. \_\_\_\_\_

Recreation Committee Approval \_\_\_\_\_ Date \_\_\_\_\_

Deposit Fee Returned: Date \_\_\_\_\_

## Hold Harmless Agreement

The \_\_\_\_\_ (1), to the fullest extent permitted by law, hereby agrees to save, indemnify and hold harmless the City of Port Republic, and all of its agents and employees, against all claims, judgments, demands for damages, and expenses, including but not limited to attorney's fees, arising out of, by reason of, on account of, in consequence of, or in connection with \_\_\_\_\_ (2), arising from accidents to any persons or property caused by the \_\_\_\_\_ (1); its agents or employees; or occasioned or caused by any other persons or persons. Said indemnification also applies against all claims, judgments, losses, demands for damages, and expenses, including but not limited to attorney's fees, arising from accidents to the City of Port Republic its agents or employees; or to the \_\_\_\_\_ (1) its agents or employees, whether occasioned or caused by said \_\_\_\_\_ (1) its agents or employees, or any other person or persons.

It is the intention of this agreement, regardless of whether the \_\_\_\_\_ (1) caused the accident, and that the City of Port Republic its agents or employees shall be indemnified for its own negligence, if any, for all claims, judgments, losses, demands for damages, and expense, including but not limited to attorney's fees, arising from such accident or accidents, to the fullest extent permitted by law.

The \_\_\_\_\_ (1) shall defend any and all suits that may be brought against the City of Port Republic, its agents or employees on account of such accidents and will make good to, and reimburse, the City of Port Republic its agents or employees for any expenditures, including but not limited to attorney's fees, that said \_\_\_\_\_ (1) its agents or employees may make by reason of such accidents.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Printed Name

Acknowledged and Sworn Before Me

This \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

My Commission Expires \_\_\_\_\_

\_\_\_\_\_  
Notary Public

1. Subcontractor, tenant, non-profit, lessee, etc.
2. Project, event, etc.