



Borough of Chatham
MUNICIPAL BUILDING
54 FAIRMOUNT AVENUE
CHATHAM, NEW JERSEY 07928
973-635-7066- Recreation
Fax: 973-635-2417 – Attention: Recreation

RESERVATION OF BOROUGH FACILITIES APPLICATION / PERMIT
A HOLD HARMLESS AGREEMENT must be completed and RETURNED WITH THIS
APPLICATION along with the PROPER CERTIFICATE OF INSURANCE.

Applicant (Organization or Individual, as applicable)

Name: _____

Address of Organization: _____

Contact Person: _____

Address of Contact Person: _____

Telephone Number: _____ Fax Number: _____

E-mail _____

FACILITY REQUESTED: Memorial Park, Lum Front, Garden Park, Shepard Kollock, Stanley Park,
 Fire House - Commons Room, Reasoner Park

AREA REQUESTED: Ball Diamond, All Purpose Field, Picnic Area, Commons Room, Gazebo

TYPE OF EVENT: _____

EVENT DATE: _____ TIME: _____ ESTIMATED ATTENDANCE: _____

Authorized Signature: _____

Printed Name: _____

Title/Position (if any): _____

If applicant is applying on behalf of an organization, applicant warrants that he/she has authority to bind the organization listed above. If applicant does not have such authority or if no organization is involved, applicant agrees that this application is made on his/her own behalf and is binding on applicant.

OFFICIAL USE DO NOT WRITE BELOW

Date Received: _____ Received By: _____

COMMENTS: _____

APPROVED DENIED ADMINISTRATOR: _____ DATE SIGNED: _____