

# Picnic Form 2017

Please make sure that you complete this form and accompany it with your check, made out to:  
Berkeley Township. **WE MUST HAVE A COPY OF YOUR VALID INSURANCE, YOUR CHECK & THE PARK PERMIT  
COMPLETELY FILLED OUT BEFORE WE CAN SCHEDULE YOUR AFFAIR.**

**If you have any questions, feel free to give us a call at 732-269-4456.**

PICNICS CAN BE BOOKED STARTING JANUARY 3<sup>rd</sup>.

Check# \_\_\_\_\_ Cash \_\_\_\_\_ Receipt# \_\_\_\_\_ EXACT CASH, CHECK OR MONEY ORDER

Today's Date: \_\_\_\_\_ Veterans Park \_\_\_\_\_ Dudley Park \_\_\_\_\_ Whispering Pines \_\_\_\_\_ Manitou \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Resident: \_\_\_\_\_ Type of Function: \_\_\_\_\_ Fundraiser: \_\_\_\_\_

Non-Resident: \_\_\_\_\_ Social affair: \_\_\_\_\_

Group Size: \_\_\_\_\_ Do you need a beer permit? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Are you charging a fee for tickets? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Date Requested: \_\_\_\_/\_\_\_\_/\_\_\_\_ Use of Pavilion? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Pavilion Lights are \$20 per hour, if needed. Lights: ON: \_\_\_\_\_ OFF: \_\_\_\_\_

*Electrical outlets are 110 volts, 20 Amps. Do NOT Exceed.*

Arrival Time: \_\_\_\_\_ Departure Time: \_\_\_\_\_

NO STAPLES OR NAILS ARE PERMITTED ON PICNIC TABLES. THIS IS TOO DANGEROUS FOR OUR PARKS STAFF AND THE PUBLIC. Please Initial: \_\_\_\_\_

No Arrival Permitted before 10:00 AM. Please Initial: \_\_\_\_\_

\*We can NOT guarantee that the pavilion or bathrooms will be cleaned and ready before this time.\*

Name of Person in Charge: \_\_\_\_\_ Phone # \_\_\_\_\_

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

Use of Ball Field? Yes: \_\_\_\_\_ No: \_\_\_\_\_ Field# \_\_\_\_\_ Time: \_\_\_\_\_

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Payment Received: Yes \_\_\_\_\_ No \_\_\_\_\_ Insurance: Homeowners: \_\_\_\_\_ Certificate: \_\_\_\_\_

**NOTE: For pavilion use and immediate surrounding area only.** Please initial \_\_\_\_\_

Picnic Fees:

**William J. Dudley Park** (No Reservations between July 4<sup>th</sup> & Labor Day)

1-100..... \$50.00 Residents Only (No Picnics over 100 people)

<b>All other parks:</b>	Residents	Non-Residents
01- 100 people	\$50.00	\$100.00
101-200	\$100.00	\$200.00
201-300	\$150.00	\$250.00
301-over	\$200.00	\$300.00

Beer may be dispensed from a keg only, free of charge, upon Township Council approval. No glass or cans permitted. A Social Affair Permit is required for the sale of alcoholic beverages.

Payment by Check or Money Order, Payable to: Berkeley Township. *Refund Policy-Ordinance Policy # 10-0-83*

For Office Use Only

Approved by: \_\_\_\_\_ Date \_\_\_\_\_

*Timothy Yurcisin – Superintendent*

