

Borough of Pitman Parks Request Form
110 South Broadway, Pitman NJ 08071
For more information call phone: 856-589-4665
Email: recreation@pitman.org

Alcyon Lake Park Field and Facility Usage Request Form

Please be advised that incomplete or erroneous requests will not be processed and will be returned to sender. Type or print clearly so that all information can be accurately processed. This form may be emailed to recreation@pitman.org or faxed to 856-589-6833.

Please be aware that the facility use is not guaranteed until all rental fees are paid in full.

Name: _____ **Title:** _____

Organization: _____

Address: _____ **City/County:** _____

Phone: _____ **Email:** _____

First Date Choice Request _____ Event Start/Finishing Time: _____

Days Requested: check off days that apply:

Mon. ___ Tues. ___ Wed. ___ Thur. ___ Fri. ___ Sat. ___ Sun. ___

Second Date Choice Request _____

Days Requested: check off days that apply:

Mon. ___ Tues. ___ Wed. ___ Thur. ___ Fri. ___ Sat. ___ Sun. ___

Program Description (include age group and estimated number of participants and spectators):

Number of Day Games (soccer/baseball/softball) _____ **Number of Innings:** _____

Number of Night Games (soccer/baseball/softball) _____ **Number of Innings:** _____

Alcyon Park Facility

_____	Sr Baseball Field
_____	Little League Field
_____	Softball Field
_____	Soccer/Football Fields
_____	Disc Golf
_____	Alcyon Park Pavilion (no fee)

Harmon/Brown Field _____

McBurney Field _____

Tennis Courts _____

Dell Fields _____

The facility user shall not be allowed access to the facility until it has obtained the insurance required under this contract. A valid certificate of insurance must be presented at the time of the application or the request will not be processed. All coverage shall be with insurance carriers licensed and admitted to do business in the State of New Jersey and acceptable to the Borough of Pitman. **NO ALCOHOL permitted in park or athletic fields.**

Fee Schedule for Baseball/Football/Soccer fields (Fees include field materials, supplies and staff)

Day game - \$50 per game

Night game - \$75 per game (no pitch after 10pm)

Tournament - \$100 per game (day or night)

Security-Cancellation Agreement

In order to offer the fees and amenities this park affords its users, Alcyon Park must manage its operating expenses effectively which involves costs in overall maintaining the quality of the fields, preparations and follow-up of each game. In addition, with all due regard to the organizations that request the use of our fields and those who may be denied because of previously scheduled games, we must be assured that scheduled field use fulfilled. Thus, all approved users are to keep up with cleanliness of dugouts, i.e. trash, debris, bats and balls. Home team is responsible for both dugouts (baseball/softball). Along with proper field repair after games, raking in home plate batter's boxes and fixing of any holes in the pitcher's mound should be done upon the request of the park superintendent. Thus, Alcyon Park must have the fee for the facilities requested 30 days in advance of the event or it will not be booked. In case there is a preventable cancellation the fee will not be refunded. Likewise, if there is any damage resulting from user's activities the damage as assessed by the most appropriate assessors will determine how many additional funds might be charged. If the scheduled event cannot be held due to an unpreventable circumstance such as a long heavy rain, then an alternative date may be used for the fee previously submitted in advance.

Indemnification of Town

User agrees that the Town will not be responsible for any loss, injury or damage to person or property which at any time may be suffered or sustained by lessee or by any person whosoever may at any time be using or occupying or visiting the premises or be in, on or about the same whether such loss, injury, death or damage is caused by or in any ways results from or arises out of any act, omission or negligence of user or any occupant, visitor or user of any portions of the premises, or results from or is caused by any other matter or thing whether the same kind as or of a different kind than matters or things above set forth. User covenants to save defend, hold harmless and indemnify the Town and all of its agents and employees from and against any and all claims, loss, damage, injury, cost (including court costs and attorney's fees) charge, liability or exposure, however caused, resulting from, arising out of or in any way connected with user occupation and use of the premises.

Signature of Representative: _____ Date: _____

****Use of fields/facilities are prohibited until such time as the gates are open****

