

BOROUGH OF ALLENHURST

SPECIAL EVENTS PERMIT APPLICATION

(Instructions)

All applications must be submitted at least 30 days prior to date for which permit is required and 48 hours in advance when seeking permit to conduct still photography. The Allenhurst Police Department will coordinate all parking requirements and street closures. Please contact the Police Chief or Captain at 732-531-2255. THIS APPLICATION WILL NOT BE ACCEPTED UNLESS ACCOMPANIED BY A \$100.00 PERMIT FEE FOR IN-TOWN ORGANIZATIONS AND BUSINESSES AND \$250.00 FOR OUT-OF-TOWN ORGANIZATIONS AND BUSINESSES.

The person and organization to which this permit is issued shall be responsible to see that all rules, regulations and ordinances are obeyed and that Borough property is not damaged. They will preserve order and decorum, and leave the site and/or facilities in as good or better condition.

The person and organization assumes all risk for damage or defacement of Borough property. The same must answer to actions resulting in bodily injury to any and all persons, and agrees to indemnify and hold harmless the Borough of Allenhurst, individual members and employees from any and all claims, suits, damages or injuries to persons or property whether arising directly or indirectly from the use of facilities.

In the event that the applicant is seeking a permit to conduct Film or Television production or filming activities, the BOROUGH OF ALLENHURST must receive film credit on the project. The applicant shall notify all property owners within 200 feet of any filming by Certified Mail, R.R.R., at least two weeks in advance of any shoot. A property owner's list may be obtained from the Borough Clerk. Proof of Service shall be filed with the Borough Clerk prior to the date of any shoot.

INSURANCE REQUIREMENT: Permits for commercial endeavors will not be granted in the absence of a Certificate of Insurance providing evidence of General Liability insurance coverage in an amount to be determined by the Board of Commissioners depending upon the type of event for which the permit is sought, naming the Borough of Allenhurst, its Officers, Agents, Employees, Professionals and Representatives as "additional Insureds". The proof of insurance coverage must be submitted at least 14 days prior to the event. The applicant must also submit proof of Worker's Compensation and Automobile Liability Insurance where applicable.

The Borough reserves the right to impose any additional requirements it deems to be in the best interest of the community prior to the issuance of any permit.

Return completed permit application to: Donna M. Campagna
Borough of Allenhurst
125 Corlies Avenue
Allenhurst, New Jersey 07711
Telephone: (732) 531-2757
Fax: (732) 531-8694

BOROUGH OF ALLENHURST

SPECIAL EVENTS PERMIT APPLICATION		
Date of Application:		
Applicant(s) or Organization's Name:		
Member in Charge:		
Address: City: State/Zip:		
Phone:	Fax:	E-Mail:
Contact Person:		
Address: City: State/Zip:		
Phone:	Fax:	E-Mail:
Desired Date for Event:		Hours:
Desired Location(s):		
Description of Event:		
Anticipated Attendance: Will alcohol be served? Yes No		
Will you require a tent (a tent permit is required for all tents) Yes No		
Will there be a need to close streets?		Yes No
Will there be music? Yes No		
Signature of Applicant:		
Area Below for Official Action:		
Received by Donna M. Campagna, Clerk:		Date:
Reviewed by Michael Schnieder, Police Chief:		Date:
Special Police Conditions:		
REVIEWED BY BOARD OF COMMISSIONERS:		Date:
Approved:		Denied:
Special Conditions:		