

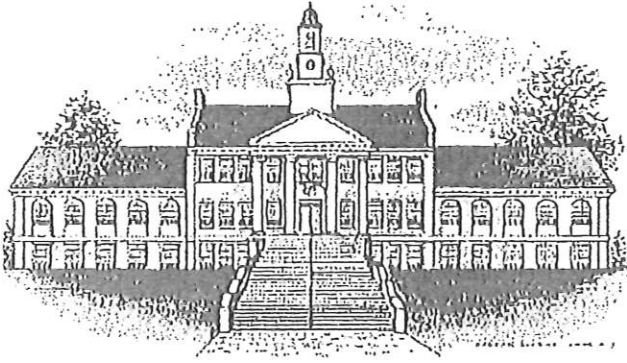
DEPARTMENT OF SPECIAL SERVICES  
Township of Union Public Schools  
M-E-M-O-R-A-N-D-U-M

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TO: Dr. Gerald Benaquista  
C: Dr. Gretel Pérez, Yolanda Koon, Kim Conti, Bernadette Watson, Diane Cappiello  
FROM: Joseph Seugling  
RE: Board Agenda  
DATE: 2024-03-20

Approve the Township of Union Recreation Department Picnic Area Application and Hold Harmless Agreement for the purpose of reserving Rabkin Park for the Special Services picnic scheduled for May 21st, 2024, with a rain date of May 29th, 2024.





Township of Union  
IN THE COUNTY OF UNION  
RECREATION DEPARTMENT  
1120 Commerce Ave  
Union, New Jersey 07083  
(908)686-4200

[www.uniontownship.com/147/recreation](http://www.uniontownship.com/147/recreation)

Robert Cowper  
Superintendent of Recreation  
Patricia Guerra-Frazier  
Commissioner

### PICNIC AREA APPLICATION

In order to process your request for the use of the facilities, we will need the following information:

NAME OF APPLICANT: Please Print Joseph Seugling TWP Union BOE

ADDRESS: 1231 Burnet Avenue, Union, NJ (Proof of Residency Required)

HOME/CELL NUMBER: 908 851 6536 EMAIL: jseugling@twpunionschools.org

NAME OF ORG: Township of Union Board of Education

ADDRESS: 2369 Morris Avenue, Union, NJ 07083

FACILITY REQUESTED: Rabkin Park Date of Event: May 21, 2024, Rain Date May 29

- ALL permit holders must sign a Hold Harmless Agreement.
- Permits for groups over 50 people MUST furnish to the Recreation Office a Certificate of Insurance in the amount of a \$500,000.00 General Liability Insurance policy naming the Township of Union, 1976 Morris Avenue, Union, NJ 07083 as additionally insured.
- Any additional amusements (bounce house, laser tag, DJ, etc.) that will be featured at the permitted space MUST furnish to the Recreation Office BOTH a Certificate of Insurance in the amount of a \$500,000.00 General Liability Insurance policy naming the Township of Union, 1976 Morris Avenue, Union, NJ 07083 as additionally insured as well as a signed Hold Harmless Agreement.

RES. #86-78, adopted 4/8/1986

A \$20.00 cash deposit is required for the rest room keys. Money will be refunded upon receipt of the keys after your scheduled picnic.

APPROXIMATE # OF ADULTS 70 UNION RESIDENTS \_\_\_\_\_ NONRESIDENTS \_\_\_\_\_ APPROXIMATE NUMBER OF CHILDREN (under 18) 200 (Estimated)

No littering of the grounds will be permitted; all refuse is to be placed in the receptacle furnished for that purpose. Refuse bags with ties are to be deposited in the proper designated area. You must supply your own garbage bags, paper products and electric extension cords.

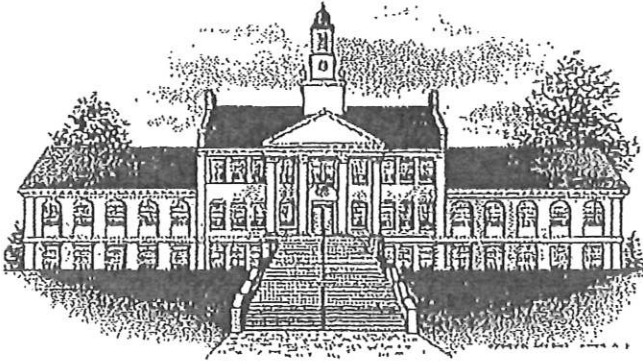
SIGNATURE OF APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_

ALCOHOLIC BEVERAGES, CONTROLLED DANGEROUS SUBSTANCES, AND THE COMMITTING OF ANY ILLEGAL ACTS ARE PROHIBITED.

FAILURE TO COMPLY WITH RULES, REGULATIONS, ORDINANCES, AND INSURANCE WILL REVOKE THE ISSUED PERMIT.

THIS FORM MUST BE RETURNED TO THIS OFFICE NO LATER THAN 5 BUSINESS DAYS AFTER RECEIPT. IF IT IS NOT RETURNED, THE DATE, PICNIC, AND TIME WILL BE MADE AVAILABLE TO THE PUBLIC. PERMITS WILL NOT BE PROCESSED UNTIL WE RECEIVE A CERTIFICATE OF INSURANCE (if applicable).





# TOWNSHIP OF UNION

IN THE COUNTY OF UNION

RECREATION DEPARTMENT

1120 Commerce Ave

Union, New Jersey 07083

(908)686-4200

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Robert Cowper

Superintendent of Recreation

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Commissioner

## PICNIC RULES

- Please read the PICNIC AREA APPLICATION carefully.
- Please take note of the INSURANCE requirements for groups, amusements and entertainment.
- **NO VEHICLES** are to be parked on the grass or walkways within the park at any time with the exception of unloading food/equipment or the elderly or disabled.  
**Once unloaded please park in the designated area.**
- Grills must be extinguished before exiting the premises.
- Every permit holder is responsible for cleaning up after their picnic and refuse must be deposited in/next to the receptacles provided at the picnic facility. You must supply your own garbage bags.
- Every resident/organization is responsible for cleaning up the restrooms after their picnic and trash must be deposited in bags or the garbage cans. **Please make sure the water faucets are turned off and the doors are locked!**
- Please make sure the water spigot is turned off and locked at Rabkin Park.
- The permit must be in the permit holder's possession when utilizing the picnic area.

Robert Cowper, Superintendent of Recreation