



**2024 Permit Application**  
**Permit # \_\_\_\_\_**

KEEP A COPY OF THIS PERMIT WITH YOU AT THE EVENT

<b>Date of Event</b>	<b>Name</b>
<b>Start Time</b>	<b>Street</b>
<b>End Time</b>	<b>City/State/Zip</b>
<b>Duration (4hr. max.)</b>	<b>Phone</b>
<b>Description of Event</b>	<b>Email</b>

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**Anticipated # of Guests (max 50)**

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\*Number of guests must comply with CDC guidelines and NJ State Executive Orders in place at the time of the event. See Rules and Regulations #16.

**Area Requested:**

Pavilion\_\_\_\_\_ Gazebo\_\_\_\_\_ Ball Field\_\_\_\_\_

**Restoration Contributions per site**

\*Differential reflects taxpayer support

RESIDENTS: \$200

NON-RESIDENTS: \$400

**Indemnification**

The permittee hereby agrees to indemnify and hold harmless the Knight Park Trustees and the Borough of Collingswood, its and their agents, servants and employees for any and all damages, personal injuries, including death, and property damage or loss occurring at or arising out of the event including the transmission of COVID-19, regardless of fault of any person or entity or absence of fault of any person or entity. Unless the Trustees determine otherwise, the permittee must supply an insurance certificate with limits as determined by the Trustees, naming the Trustees and the Borough as additional insureds.

## Rules and Regulations

1. **PERMITS:** Must be applied for no less than one week prior to the event.
2. **AREA OF USE:** The permittee's right only applies to use of the area designated in the permit.
3. **TIME PERMITS:** Permits issued will be for a maximum of four (4) hours.
4. **TIME REGULATIONS:** The park is closed from sunset to sunrise. The permittee and its guests must leave the park by sunset.
5. **OCCUPANCY:** Permit allows no more than 50 people.
6. **TREE PROTECTION:** Nothing is permitted to be taped, pinned, or stapled to the trees.
7. **ENVIRONMENTAL PROTECTION:** No activities or structures that break the soil, disrupt the integrity of the grounds, or are staked into the ground are permitted: No metal detecting, no blow-ups/inflatable jump houses. If necessary, sandbags, weights, etc, should be used to secure items.
8. **MOTOR VEHICLES RESTRICTIONS:** Vehicles may never enter grassy areas, drive on grass, nor park on grass, even to deliver items to the area of the event. All vehicles must be parked only on park roads and never in front of a garage.
9. **COOKING/ OPEN FLAMES PROHIBITED:** No flammable materials, no open flames, no fires, no cooking or cooking equipment are permitted at the park.
10. **DANGEROUS ACTIVITIES:** Activities that the Trustees regard as dangerous are prohibited, such as swimming, ice skating (except when green flag is exhibited), drones, golf, inflatable devices, and gas driven recreational vehicles.
11. **ALCOHOL PROHIBITED:** No alcoholic beverages are permitted in the park. Possession or consumption of alcoholic beverages will be handled through the Collingswood Police Department.
12. **PROHIBITED:** No advertising, solicitation, or any for-profit activity is permitted.
13. **DAMAGES:** The permittee is responsible for any damage caused by attendees.
14. **CLEAN-UP RESPONSIBILITIES:** The permittee must clean up the permit area and remove all trash and garbage. Trash bags cannot be left in the park and must be taken home.
15. **WEATHER:** The Trustees retain the right to cancel any event because of weather or the effects of weather.
16. **NOISE/MUSIC:** Any amplified noise or music must be within reason as to not disturb other patrons of the park or any citizens within the area of the park.
17. **COVID-19 SAFETY:** The permittee and all attendees must follow all CDC guidance and NJ State Executive Orders in place at the time of the event. The permittee understands the Knight Park Trustees and Borough of Collingswood can revoke this permit at any time if the rules are not adhered to or if the rules for gatherings change. Current CDC guidelines can be found at [cdc.gov/covid19](https://www.cdc.gov/covid19). Current NJ State Executive Orders can be found at [covid19.nj.gov](https://www.covid19.nj.gov).

I understand COVID-19 safety guidelines outlined by the CDC and NJ State Executive Orders are updated frequently and will adhere to current guidelines at the time of my event.

I have reviewed the current CDC guidelines and NJ State Executive Orders and understand where I can find this information to review any updates with respect to the time of my event.

I have read all the Rules and Regulations and hereby agree to follow accordingly.

I have read and agree to the Indemnification Clause.

I have paid the \$150 escrow that is held for any damage or breaking of any rules that I have just signed. I understand I will receive this escrow back once the park has been cleared of any wrongdoing that might cause the escrow to be utilized, in which case the escrow amount will be retained and future rental privileges suspended.

Applicant Signature:	<b>For Office Use Only</b>
Applicant Name (Print):	Rental Fee Paid: Date – Check #
Date:	Escrow Fee Paid: Date – Check #