

BOROUGH OF HADDON HEIGHTS APPLICATION FOR USE OF FIELDS

APPLICANT / NAME OF ORGANIZATION: _____

ORGANIZATION CONTACT PERSON: _____

COMPLETE ADDRESS: _____

CONTACT PHONE NUMBER: _____

EMAIL ADDRESS: _____

ATLANTIC AVENUE	Date(s)	Time Frame
Memorial Field	_____	_____
Major League Field	_____	_____
Minor League Field	_____	_____
8th & HIGH ST		
Cervino Field	_____	_____
Hoff's Park	_____	_____
DEVON AVENUE		
Basketball Court	_____	_____
Tennis Courts	_____	_____
Soccer Fields		
• Varsity	_____	_____
• JV	_____	_____
• Small	_____	_____
• Tennis Courts	_____	_____
JEFFERSON FIELD	_____	_____

PLEASE SUPPLY THE FOLLOWING INFORMATION

Approximate Number of Participants _____ Age Range of Participants _____

Possible Number of Spectators _____

Visiting Team League (Name, Address, Telephone, Contact Person) _____

Proof of Insurance (*Must be included each time*) : ☐

Signature _____

Date _____

FOR OFFICE USE ONLY

BOROUGH ACTION: ☐ Approved ☐ Denied

Borough Clerk or Parks & Recreation Director Signature _____

Date _____

☐ Security Deposit

☐ Use Fee

☐ Updated Certificate of Insurance

☐ Hold Harmless Agreement

☐ Request of Field Lights (additional fee)

☐ Availability Confirmed by:

Name: _____ Date: _____

Return complete application at least 60 business days BEFORE date requested

HOLD HARMLESS AGREEMENT

BETWEEN THE BOROUGH OF HADDON HEIGHTS AND

Name of Individual or Group using or renting the facility or field (hereinafter referred to as "User")

Address

Phone Number

Email Address

Type of Organization (Individual, Partnership, Non-Profit Corporation, Corporation, Public Entity)

In consideration to the use of Haddon Heights Fields on the following date: _____
for the purpose of _____ the user agrees to indemnify and hold the
Borough of Haddon Heights and its officers, agents, and employees harmless from any and all
liability, claims, costs, and attorney's fees arising out of the use of the property referred to above.

User understands that this Hold Harmless Agreement also requires that it will indemnify and hold
harmless the Borough of Haddon Heights from any losses or damages resulting from the acts of
omissions from any guest, participant, visitor or other person attending the event herein referred
to. In order to induce the Borough of Haddon Heights to accept this Hold Harmless Agreement,
the following information concerning the intended use of the premises is furnished:

- a. Alcoholic Beverages _____ will or _____ will not be served.
- b. Total Number of persons anticipated is _____
- c. Live entertainment _____ will or _____ will not be provided.
- d. Other: _____

This Agreement shall remain in full force and effect for any continued, additional or postponed date
for the event indicated.

The municipality reserves the right to cancel or interrupt the event if the representations set forth
herein are not adhered to or if the municipality determines that a situation that might lead to personal
injury, property damage or violation of law exists.

Date

Authorized Signature of User

Printed Name of User

Borough Representative

AGREEMENT FOR USE OF BOROUGH FIELDS

IT IS HEREBY AGREED by and between _____ (herein referred to as User) and the Borough of Haddon Heights (herein referred to as Borough) that User is permitted to utilize the fields to be designated on a separate application form and pursuant to the terms and conditions as outlined herein, with all rights and obligations of the parties as follows:

1. On a Borough approved form, User will provide a full list of all dates, times and locations that it wishes to use any particular field. Said form shall provide such other information as deemed appropriate be Borough including but not limited to contact persons, identifying information concerning attendees. The form shall be provided to the Borough Clerk, who shall process and transmit same review and approval by the Director of Parks and Recreation of Borough Council (herein Director). Said form must be files no later the sixty (60) days prior to the requested date.
2. User shall ensure that no litter remains on the fields after use. Any damage that occurs to the fields during the time that User utilizes same be immediately reported to the Director of Parks and Recreation. The Director will authorize all appropriate repairs, but User shall be fully responsible to pay for the cost of all repairs required, paying same promptly upon invoicing by the Borough.
3. User will sign a Hold Harmless Agreement as part of each application releasing the Borough from any and all liability of any nature whatsoever.
4. User recognizes that this Agreement represents a license to use the fields that are owned by the Borough.
5. Borough reserves the right to charge a reasonable fee for usage and payment of a refundable security deposit, which may be forfeited, in whole or in part, in case of damage to fields. Said fee and security deposit shall be paid prior to issuance of permit.
6. Borough reserves the right to suspend User ability the fields if User fails to comply with any part of this Agreement or for a violation of the Code of the Borough of Haddon Heights by User or any of his/her invitees or guest. In regard, User is responsible for the acts and actions of any invitees or guests at User event.
7. The parties fully understand and agree that any and all fields usage is subject to the written agreement of the parties and upon the expiration of this Agreement, User shall no longer have any license or authorization to use the files of the Borough of Haddon Heights unless a new agreement is signed between the parties.

In Witness Whereof, this Agreement has been executed on this _____ day of _____, 20____ for the purpose and the term specified herein.

Authorized Signature of User

Printed Name of User

Borough of Haddon Heights
Field Use Waiver Form

To All Youth Sports Groups Seeking for Use of Haddon Heights Properties:

In response to the pandemic and changing state restrictions the Borough will be requiring all groups which are requesting permission to use our fields to follow the guidelines established by the State of New Jersey while on Borough property.

To that end, we request that your organization's leadership read the waiver below and then, in turn, sign the waiver and return it to the Borough Clerk. Please note that we will be unable to grant your organization access to our property until the waiver has been signed and then submitted to the Borough. Should anyone have any questions please call us at 856-547-7164 ext. 30 or email us at ksantosusso@haddonhts.com

As a condition of the Field Use application, we _____, agree to hold the Borough of Haddon Heights, its Mayor and Council, and all employees, contractors and agents, harmless from any and all liability/medical issues, of whatever kind or nature that may result as a consequence of using Borough property/fields. In addition, we understand that these conditions shall also apply to any visitor to the Borough property during our approved field use schedule.

Printed Name

Date

Authorized Signature of User

Attestation of BACKGROUND CHECKS & FINGERPRINTING

§ 24-2 Non-sponsored youth programs.

A. Prior to any club or organization, not defined as a "Borough-sponsored youth program," being authorized to use Borough-owned facilities for functions participated in by children, all adults (those persons 18 years of age or older) in any way assisting in the function, including but not limited to coaches, assistant coaches, or similar positions, shall submit a facilities use form, proof of insurance, a hold harmless agreement and a list of all positions defined herein that have successfully completed a background check to include but not be limited to a fingerprint identification check and a check of Megan's Law directory for the State of New Jersey and any other state where the applicant previously resided.

B. The submission of background check findings must be based upon a check performed within two years of the start of use of the Borough-owned facility. In the case of coaches performing duties as employees of a school district, the policy of background checks adopted by the individual school district shall be used to establish eligibility for use of Borough-owned facilities. In all cases, the background check must comply with the provisions of any applicable laws regarding same, but not be less detailed than those performed by the Borough for individuals involved in administering Borough-sponsored youth programs. The cost of background checks for individuals not administering a Borough-sponsored youth program shall be borne by the individual or program with which they are participating.

Pursuant to the language in Borough of Haddon Heights Code 24-2, I attest that all adult volunteers, representatives and agents of _____ have undergone a criminal background check and fingerprinting check within the past 24 months, including a search of state and federal sexual offender registries.

Date

Authorized Signature of User

Printed Name of User