



**ATHLETIC FIELD USE REQUEST**  
**CITY OF LINDEN DEPARTMENT OF PARKS AND RECREATION**

JOHN T. GREGORIO CENTER, 330 HELEN STREET, LINDEN, NJ 07036  
PHONE: 908-474-8600 | FAX: 908-474-0864  
LINDENREC@LINDEN-NJ.ORG

\*All athletic field use requests must be submitted prior to use

**DATE SUBMITTED:** \_\_\_\_\_

**THIS REQUEST IS FOR:** \_\_\_\_\_  
(SPORT)

**TEAM / LEAGUE / SCHOOL**  
(CIRCLE ONE)

**FACILITY REQUESTING:**       MEMORIAL 1 (BASEBALL)       MEMORIAL 2 (SOFTBALL)  
 MEMORIAL 3 (COMBO BASEBALL/SOFTBALL)     TREMLEY (SOFTBALL)     SCHOOL #10/AL KALLA (SOCCER FIELD)  
 PAL 1 (LITTLE LEAGUE BASEBALL/GIRLS SOFTBALL)       PAL 2 (LITTLE LEAGUE BASEBALL/GIRLS SOFTBALL)  
 MC MANUS (YOUTH BASEBALL)       5<sup>TH</sup> WARD (YOUTH BASEBALL)       8<sup>TH</sup> WARD (SOFTBALL)

**SEASON:**  SPRING (APRIL – AUGUST)     FALL (SEPT. – NOV.)     SINGLE USE (PLEASE SPECIFY) \_\_\_\_\_

Field(s) will be used for:     YOUTH (AGE 17 AND UNDER)       ADULTS

Name of Team, League or School: \_\_\_\_\_

Approximate Number of games this season per team: \_\_\_\_\_

Did this team/league have a permit to play on Recreation fields last year?      YES or NO

*\*\*\* The name on this request is the person who will be held responsible for the terms of this permit \*\*\**

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

BEST PHONE NUMBER TO CONTACT YOU: \_\_\_\_\_

EMAIL: \_\_\_\_\_

*ID: The person making this request must submit a copy of his or her valid Driver's License to the Department of Parks and Recreation before a permit will be issued. If the person does not have a valid Driver's License, a copy of a Public Utility Bill showing the person's address will be accepted.*

*INSURANCE REQUIREMENTS: Prior to issuing a permit, your organization must submit a Certificate of Insurance in the amount of \$1,000,000.00 combined single-limit bodily injury, property damage and naming "The City of Linden and Department of Parks and Recreation" as co-insured.*

*CLEAN-UP: Teams and Leagues holding permits are responsible for the conditions they create and leave on and off the fields.*

*DENIAL AND REVOKING OF PERMITS: City of Linden reserves the right to deny or revoke any field requests or permit based on current or past history of abuse of facilities or complaints lodged by police, the public, Park Maintenance or Parks and Recreation personnel. There is no exchange of money allowed in the park and permits are not transferrable and cannot be sold.*

**LEAGUE AND TEAM SCHEDULES AND INFORMATION:** You may be required to submit a league and/or team schedule along with a list of coaches and/or player names, addresses and contact information.

**Mail request To: Dept. of Parks and Recreation  
Attn: Edmund Kushner  
330 Helen Street  
Linden, NJ 07036**

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**EFFECTIVE 01/01/2020**

Fee Schedule: *(All prices based on Per Field/Per Day and include a one-time maintenance)*

Baseball/Softball Fields - \$80.00 (Lights for field is an additional \$15.00/Field)

Additional Maintenance - \$80.00

Softball League Play - \$15.00/Field

**\*\*\*There is a 50% deposit required at time of application submission\*\*\***

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**RELEASE & HOLD HARMLESS AGREEMENT:**

It is understood and agreed that if this application is granted, the undersigned shall neither do, nor permit, anything to be done in or about the demised premises which shall or might subject the Linden Parks & Recreation Department/City of Linden to liability for injury to persons or property, and the undersigned shall indemnify and save harmless the City of Linden and the Linden Parks & Recreation Department from and against any and all liability, penalties, damage, expenses and judgments arising from injury to persons or property growing out of the use or occupancy of the demised premises of grounds by said applicant.

**RULES & REGULATIONS:**

- All groups will abide by procedures detailed by the CDC and local health departments for COVID-19
- Permits are issued on a priority-of-use basis and are not transferrable
- Please note that fields may not be available at certain times and availability is subject to change
- The Linden Parks & Recreation Department will not permit the use of recreational facilities if the purpose or result of such use is personal gain to any individual or individuals or of a political nature unless special permission is granted by the Linden City Council/Linden Parks & Recreation Department
- Alcoholic Beverages are prohibited in or around all recreational facilities

For any questions, please contact the office Monday-Friday from 9:00am-5:00pm at 908-474-8600

THE APPLICANT HAS READ AND AGREES TO THE CONDITIONS OF THE "RELEASE & HOLD HARMLESS AGREEMENT" AND RULES AND REGULATIONS.

**Applicant's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Director's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_