

## **INSTRUCTIONS TO OBTAIN PERMIT**

Permit request **MUST** be requested at least 30days prior to use

Please check calendar for availability

Fill out form and return to [recreation@rochelleparknj.gov](mailto:recreation@rochelleparknj.gov) for approval.

Name of Organization, address and phone number of contact person  
Indicate which Facility is being requested with Dates, time and purpose of use.

Proof of Insurance in the amount of \$1 million dollars naming “Township of Rochelle Park”; 151 W. Passaic Street, Rochelle Park, NJ 07662 as additional insured.

Permit request with bathroom privileges requires a \$250.00 Security Deposit

Please be advised Calendar may not be updated at the time of inquiry