



BOROUGH OF MANASQUAN

201 East Main Street
Manasquan, NJ 08736



732-223-0544

Fax 732-223-1300

Application for Walk/Run/Race

If your organization would like to hold a walk or race in the Borough of Manasquan you must complete this application and submit it to the Borough Clerk for approval by the Mayor and Borough Council. Your application must be submitted at least 30 days prior to the event to allow time for approval. Please do not schedule your event during the peak season (May 1st through the first weekend in October). Events requiring road closures will need approval by Police Chief or his designee. Please confirm that the date you are requesting is available with the Borough Clerk's Office as not more than one (1) event per date will be approved. Confirmation of availability of the date by the Borough Clerk's Office or the approval of the route from the police department does not guarantee approval by the Mayor and Borough Council.

As a condition of any approval, you will be required to remove any garbage, garbage receptacles, signs, tape, etc. along your route immediately upon completion of your event. In addition, please be advised that any type of paint or stenciling of any kind is strictly prohibited for use to mark out any route or Start/Finish lines. Failure to comply will result in the denial of permits for future events.

PLEASE NOTE THAT A CERTIFICATE OF LIABILITY INSURANCE NAMING THE BOROUGH OF MANASQUAN AS AN ADDITIONAL INSURED, IN AN AMOUNT NOT LESS THAN ONE MILLION DOLLARS IS REQUIRED AND MUST BE RECEIVED AT LEAST SEVEN (7) DAYS PRIOR TO THE EVENT OR THE APPROVAL WILL BE RESCINDED.

Event Date: _____ Event Time: _____ # of Participants _____

Organization _____

Is the organization a 501C3? Yes _____ No _____ If yes, please attach proof.

Contact Person _____ e-mail _____

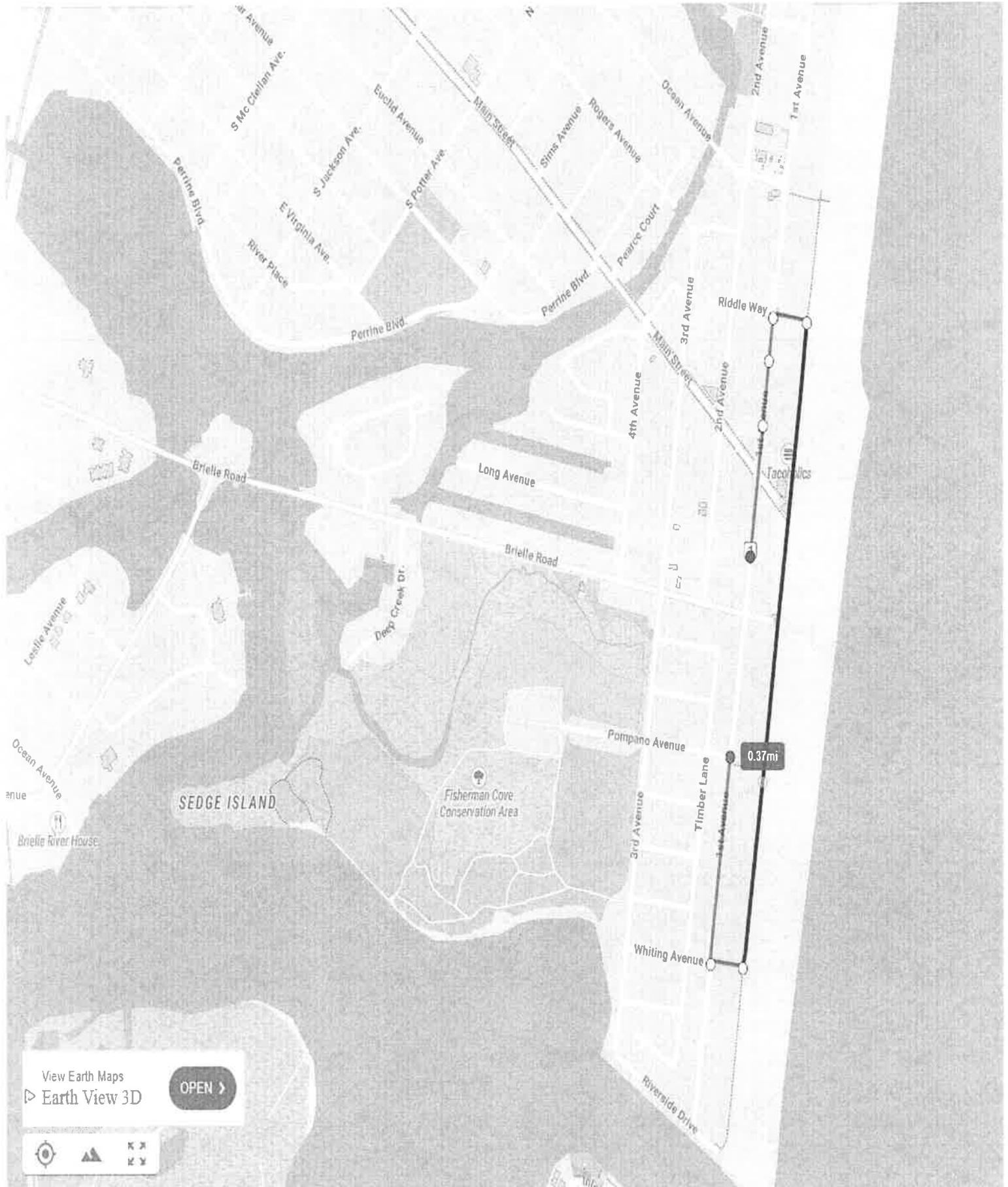
Address: _____

Telephone # _____ Cell # _____

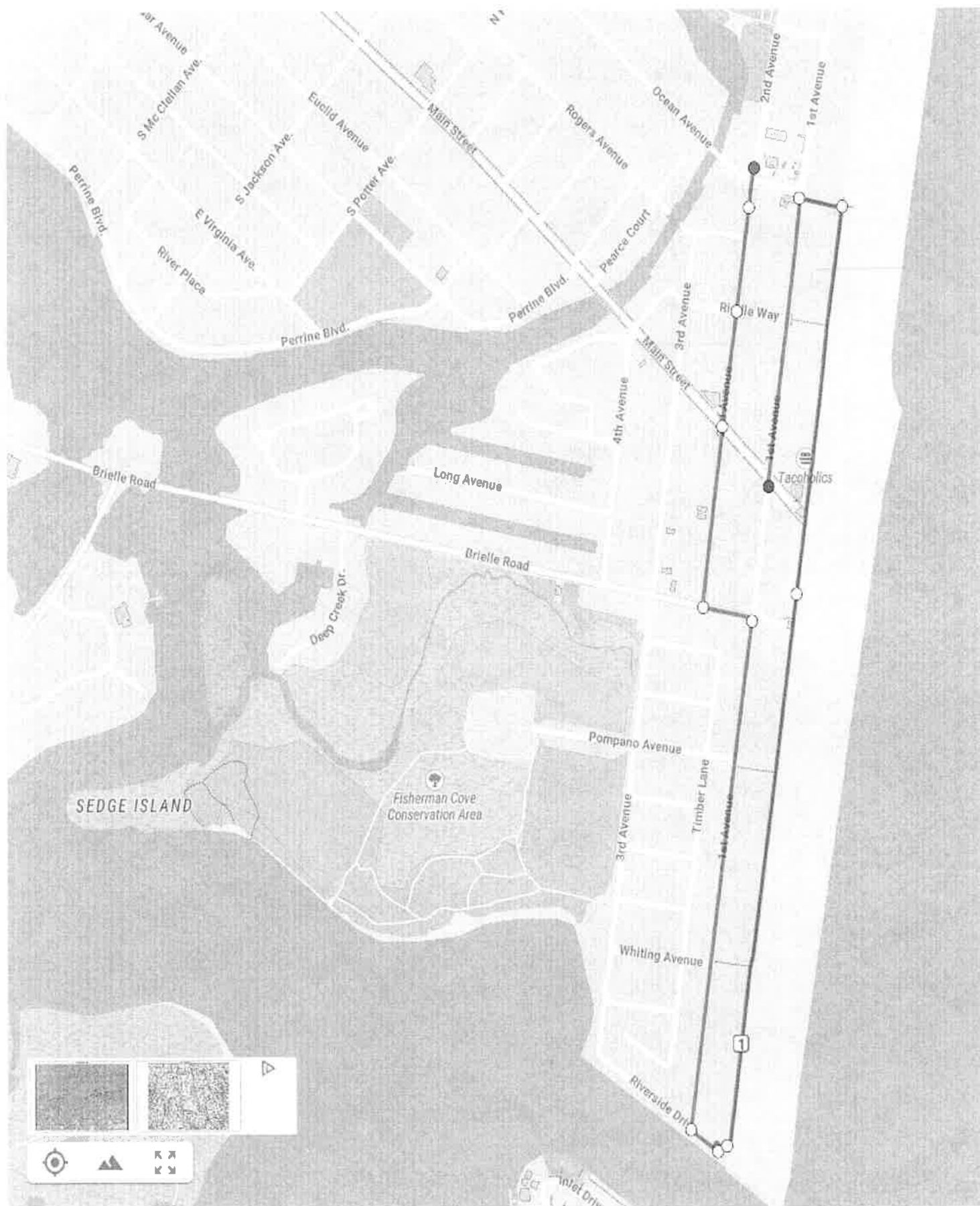
Exactly, What will be brought onto Borough Property: _____

**If this is a new run, please pick a route from the maps attached
(1 mile, 2 mile, or 5k):**

ONE MILE RACE



TWO MILE RACE



5K MILE RACE



Upon review of your application, additional information may be requested. Please be sure to include all of the requested information so as not to delay the review of your application by the Mayor and Borough Council.

FEES

Non-refundable Application fee for Run/Walk/Race \$50.00 due at time of application for any event.

POLICE: This cost includes setting up any barricades, traffic assistance during events and removal of barricades after the event. The fee to be charged is in accordance with an agreement that is signed with the Police Department. Manpower requirements are determined by the Chief of Police or his designee. An invoice will be sent to you within thirty (30) days of the event and is due and payable immediately after the event. Failure to pay an invoice will result in the denial of future events.

I HAVE READ ALL OF THE ABOVE AND FURTHER AGREE TO THE FOLLOWING AS PART OF ANY APPROVAL WHICH MAY BE GRANTED WITH RESPECT TO THIS APPLICATION:

- 1. I understand that no painting and/or marking of any kind is allowed for any reason.**
- 2. No tables are to be set up on the boardwalk or on the walkways leading up to the boardwalk.**
- 3. No tents or canopies shall be set up on the boardwalk or on the areas adjacent to the boardwalk.**
- 4. All audio equipment must be approved by Mayor & Council.**
- 5. No commercial activity shall take place on the boardwalk. This includes the selling of any type of merchandise, food or beverages. The selling of any type of raffle tickets is also prohibited without a raffle license issued by the Borough Clerk's Office.**
- 6. All garbage, garbage receptacles, signs, tape, etc...must be removed immediately upon completion of the event.**

I UNDERSTAND THAT FAILURE TO COMPLY WITH THE TERMS OF THIS APPLICATION WILL RESULT IN THE DENIAL OF ANY FUTURE APPLICATIONS BY MY ORGANIZATION.

Date: _____

Signature of Applicant

FOR MUNICIPAL USE ONLY

Application Received on: _____ Fee paid: Cash/Check # _____
Approved/Denied on: _____ Copy to Chief of Police on _____ DPW _____
Certificate of Insurance Received on: _____
Inspection after event by: _____ Date: _____ Time: _____
Comments: _____



HOLD HARMLESS AND INDEMINIFICATION AGREEMENT

BETWEEN

BOROUGH OF MANASQUAN, a municipal corporation of
the State of New Jersey, having offices at 201 East Main
Street, Manasquan, NJ 08736

AND

Outside Organization utilizing Municipal Property or Facilities

Address (Not Post Office Box)

Telephone Number

Organization Type (Individual(s), Partnership, Corporation (Profit), Corporation (Not-for-Profit),
Association, Limited Liability Company, Club, Public Entity)

In consideration of the use of municipal property or facilities on _____, 20__ the undersigned Outside Organization agrees to indemnify and hold harmless the Borough of Manasquan, its officers, agents and/or employees from any and all liability, claims, costs, including reasonable attorneys fees, arising out of the use of municipal property or facilities by this Outside Organization.

The undersigned understands and acknowledges that this hold harmless and indemnification agreement requires that Manasquan be indemnified from any losses or damages resulting from the acts or omissions from any guest, participant, visitor, or other person attending the event referred to in this agreement. This hold harmless and indemnification agreement shall also pertain to any claims due to Manasquan's negligence. The undersigned further agrees to release any claim that they may now have or have in the future against Manasquan relating to the use of municipal property or facilities, including claims due to Manasquan's negligence.

The undersigned further agrees to furnish Manasquan with a Certificate of Insurance naming the Borough of Manasquan as an insured party. The Certificate of Insurance must evidence the provision of general liability, bodily injury and property damage coverage with minimum limits of liability not less than \$1,000,000.

In order to induce Manasquan to accept this hold harmless and indemnification agreement, the following information concerning the intended use of municipal property or facilities is provided:

- a. The purpose of the event is _____

- b. The total number of persons anticipated to attend this event is _____
- c. Alcoholic beverages (will) or (will not) be served.
- d. Live entertainment (will) or (will not) be provided.
- e. Other _____

This agreement has been signed on this _____ day of _____, 20

By an authorized person of the Outside Organization sponsoring this event.

Witness:

Name of Outside Organization

Authorized Signature

INSURANCE DISCLOSURE STATEMENT

The Outside Organization acknowledges that Manasquan has disclosed that it does not maintain any regular or special insurance coverage for any Outside Organization (individual(s), partnership, corporation (profit), corporation (not for profit), association, Limited Liability Company, club, public entity, or similar entity) using municipal property or facilities.

Manasquan's authorization to an Outside Organization to use its public property or facilities is merely an accommodation to the Outside Organization. The Outside Organization acknowledges that Manasquan does not maintain any regular or special insurance coverage relating to the event to be held by the Outside organization. The individual signing this agreement agrees to make all participants in the event aware of this disclosure.