

**Hillsdale Recreation Commission**  
380 Hillsdale Avenue, Hillsdale, NJ 07642

Facility Request Form – Hillsdale Residents

All rules of the Hillsdale Recreation Commission Field Usage Policy must be followed at all times during the use of any facility.

Name of Person in Charge: \_\_\_\_\_

Organization Name, if applicable: \_\_\_\_\_

Is this event benefitting a group/organization: \_\_\_\_\_

Address: \_\_\_\_\_ Hillsdale, NJ 07642 (Hillsdale Residents Only.)

Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Group Size: \_\_\_\_\_

Facility Requested:

\*No ball field or picnic area other than Beechwood Park can be reserved by an individual.

- Beechwood Park – Picnic Area
- Beechwood Park – Field

Date: \_\_\_\_\_ Rain Date: \_\_\_\_\_

Time (including set-up and break-down): \_\_\_\_\_

Additional Notes: \_\_\_\_\_

If this application is approved, the \_\_\_\_\_ (name of organization) will assume responsibility for any damage thereto or loss of property that may occur, and for the due observance of all rules and regulations of the Borough of Hillsdale governing use of such areas and/or facilities. As the applicant, I realize that all and any related use charges that may be incurred through use of facilities/areas requested. I understand that approval of this application will be withheld until proof of other authorized permits associated with this use, as deemed appropriate by the Borough of Hillsdale, are presented to the Recreation Commission and assume all responsibility in securing such permits.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICE USE ONLY**

- Application Received, Date: \_\_\_\_\_
- Roster Received, Date: \_\_\_\_\_
- Insurance Received, Date: \_\_\_\_\_
- APPROVED:** Recreation Director: \_\_\_\_\_ Date: \_\_\_\_\_  
Recreation Commission: \_\_\_\_\_ Date: \_\_\_\_\_
- DENIED:** Reason: \_\_\_\_\_ Date: \_\_\_\_\_

CC: Hillsdale DPW, Hillsdale Police