



Maplewood Recreation Department  
574 Valley Street  
Maplewood, NJ 07040  
(973) 763-4202  
(973) 762-1942 (fax)

## GENERAL RULES FOR MAPLEWOOD PARKS

1. Park Request Forms must be completed and submitted at least *two weeks prior* to the planned event. Park Request Forms may be submitted for any time, but will not be reviewed more than *six months prior* to the planned event.
2. Park Permits will only be granted after a Park Request Form has been submitted with a valid Certificate of Insurance *and* payment in full for a reservation. Park Permits will only be issued to an adult (age 18+).
3. Resident fees will be honored upon proof of residency in the Township of Maplewood.
4. Permitted groups must vacate their permitted area when their scheduled time is over, leaving the park clean and orderly. Permitted groups must clear their belongings and equipment off of the field by the time their scheduled time is over. Maplewood Parks (without lights) close daily at dusk.
5. In the case of rain, your event may be rescheduled at no extra cost, provided your requested facility is available for use on another day/time of your choice. Additionally, a rain date may be reserved with a deposit in the same amount of your rental.
6. For assemblies of young people, there must be one adult (ages 21+) for every 10 children.
7. No grilling will be allowed in the parks unless approved by a specific Event Application. Any use of any open flame in the park must be approved with an Open Flame Permit from the Maplewood Fire Department.
8. Breakage or damage to any park equipment or field must be paid for by the permitted group at a cost determined by the Director of Recreation. Any group who abuses the privileges of using the park may be denied future use.
9. Alcohol and persons under the influence of alcohol are strictly prohibited in the Parks.
10. No motor vehicles of any type are allowed in the parks unless specifically approved by the Director of Recreation.
11. Usage of profane language, gambling, quarreling or fighting is strictly prohibited in the Parks.
12. The Maplewood Recreation Department reserves the right to close any park at any time due to Township Events, special events, inclement weather, unsafe conditions or conditions which could damage the fields.
13. There shall be no distribution of pamphlets or demonstrations or sale of any articles for private pecuniary gain by an individual or organization using the facilities unless approved by the Director of Recreation.
14. The Director of Recreation reserves the right to revoke any Park Permit from any group who is found to have violated any of these Park Rules.
15. Maplewood Township and the Maplewood Recreation Department will not be responsible for accidents, injuries or loss of property.

Disclaimer: Any individual, group or organization which has as one of its objectives the overthrow of the government by force, or by other unlawful means; or any individual, group, or organization deemed subversive, as defined by New Jersey Code, may not use Maplewood's Facilities.