



BUBBLING SPRINGS GROUP RESERVATION

Date OK _____ To Lake Dir: _____
Insurance _____ To Rec Dir: _____
Hold Harmless _____ Scan to Parks Supt _____

NAME OF GROUP: _____ TODAY'S DATE: _____

NAME OF PERSON REQUESTING: _____

**GUEST FEES: CHECK WITH THE
RECREATION OFFICE FOR CURRENT
GUEST FEE RATES OR CALL 973-728-2860.**

MAILING ADDRESS: _____

PHONE # _____ CELL# _____ EMAIL _____

DATE OF EVENT: _____ TIME REQUESTED: _____

TYPE OF ACTIVITY: _____ # OF PEOPLE EXPECTED _____

NON REFUNDABLE FEE RECEIVED _____ DATE _____

MEMBERSHIP BADGE # _____ CUST. # _____ BATHROOM CODE: _____

SPECIAL REQUESTS:

- Bathrooms (May – Sept) Pavilion
 Gazebo Other _____

**Must bag and remove garbage
September through May.**

**PERMIT REQUEST FOR USE OF BUBBLING SPRINGS
TOWNSHIP OF WEST MILFORD DEPARTMENT OF COMMUNITY SERVICES AND RECREATION**

PHONE: 973-728-2860 FAX: 973-728-5298

PROCEDURE:

1. Any group requesting the use of this facility will be required to fill out a permit and a hold harmless agreement. If the group is a civic group, a business organization, or if the group numbers 50 people and over, a certificate of insurance naming the Township of West Milford as the additionally insured must also be provided.
2. A non-refundable maintenance fee of **\$25** shall be charged for each group requiring the opening, closing and/or cleaning of Bubbling Springs when not in operation.
3. Bubbling Springs members and West Milford Organizations, with **groups 25 and over**, must submit a non refundable **\$30** administrative/user fee to the WEST MILFORD COMMUNITY SERVICES & RECREATION DEPARTMENT prior to date requested. This \$30 fee is in addition to Guest Fees paid on the day of the event during hours of lake operation. *Groups under 25 guests must pay guest fees. (Permit and maintenance fee not required). Arrangements **MUST** be made with Lake Director prior to the event.*
4. The Recreation Department approves and issues permit. Applications for permits shall be submitted not later than seven days before the proposed date of use.
5. A site inspection will be performed by the Recreation Director or his/her designee for damage and cleanliness at the end of the event. Damage and cleanliness expenses may be assessed if necessary.
6. Permit is valid only for date issued, but may be transferred upon mutual agreement of the Community Services & Recreation Department and the requesting group. Such transfer to be made only in unusual circumstances.
7. All groups are to observe Chapter 256 of the Township of West Milford regarding use of Township Recreation Areas. (A copy of this code is available at the clerks office or the Community Services and Recreation Office.)
8. **The consumption of alcoholic beverages is PROHIBITED!**
9. **YOU ARE IN BEAR COUNTRY!** Black bears are part of the forest environment. Humans are visitors. Think of yourself as a guest of the forest wildlife. Direct encounters with bears are rare and they usually pose little threat to humans. **DO NOT ATTEMPT TO FEED OR ATTRACT BEARS. FEEDING BEARS IS A DANGEROUS ACTIVITY.**

APPLICANT SIGNATURE: _____ DATE: _____

APPROVAL: _____ DATE: _____