

**James J. Cullen Center 1776 Union Avenue, Hazlet 07730  
Facility Use permit**

Permit # \_\_\_\_\_

**Building Permit Use Monday through Sunday From 8:00 AM to 9:00 PM Prompt!!!!!!**

Contact Person \_\_\_\_\_ Organization \_\_\_\_\_

Purpose \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Email \_\_\_\_\_ # of People \_\_\_\_\_

Times \_\_\_\_\_ To \_\_\_\_\_ Dates \_\_\_\_\_

\*\*\*\*\***Must Bring Signed Permit when entering the Building**\*\*\*\*\*

**Agreed Rules and Regulations (Violations will result in revocation and ineligibility of use)**

1. Permit can only be used as stated and you **must have a signed copy when entering the building!!!!**
2. All rooms must be cleaned and garbage bags replaced. Tables, Chairs, etc. should be put away.
3. Do not open other Rooms. No groups are permitted to use any supplies in the Kitchen.
4. The holder of the permit is responsible for keeping all exterior doors and windows closed. Upon leaving, shut off lights and inspect Restrooms.
5. If the building is closed, Key can be picked up at the Hazlet Police HQ's at 255 Middle Rd. Need Permit
6. For SAFETY REASONS, Please no congregation in the Lobby or Hallway, Children must be supervised
7. No SMOKING or ALCOHOL permitted. Fire Safety prohibits any PARKING in front of the building.
8. Hazet Township has the RIGHT to Cancel this Permit should the need arise.
9. No sports Equipment and a Certificate of Insurance requiring naming Hazlet Twp as additional insured.
10. All Entertainment and Outside Vendors must be approved by Recreation.

**Suggested Rooms: (Please circle)    Right    Center    Left    Conference Rm.    Pre School**

**Please Print Name** \_\_\_\_\_ **Signature** \_\_\_\_\_

**Date** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Approved Rooms: (Circled)    Right    Center    Left    Conference Rm.    Pre School**

**Approved By** \_\_\_\_\_ **Date** \_\_\_\_/\_\_\_\_/\_\_\_\_