



# City of Camden

## CONCESSION STAND PERMIT

---

**This application must be submitted fifteen (15) business days prior to your event.**

**1 DAY EVENT**

\$150 NON-MUNICIPAL AGENCIES/GROUPS  
\$50 CAMDEN RESIDENT OR MUNICIPAL GROUP

**SEASONAL EVENTS – UP TO 8 WEEKS**

\$400 NON-MUNICIPAL AGENCIES/GROUPS  
\$300 CAMDEN RESIDENT OR MUNICIPAL GROUP

**\*\* CITY OF CAMDEN ORGANIZATIONS WILL REQUIRE PROPER DOCUMENTATION \*\***

**Permit requires a valid photo ID**

**Money Order or Cashier Check Made payable to: "City of Camden"**

City buildings and all other city-owned or controlled property constructed or maintained for the benefit of the public shall be for the use of the public in general. To that end, no person or entity shall be given any special or exclusive privilege to use any public property under the control of the City without first obtaining a permit.

All expenses for insurance, security, restrooms, tents, sound systems, and services provided by the Police and Fire Departments shall be paid by the event organizer. Insurance Certificates for \$1,000,000.00 naming the City as an additional insured may be required. Securing and paying for insurance is the responsibility of the applicant.

**The City reserves the right to cancel or alter your event as deemed necessary to protect the health, welfare and safety of the public. In the event that your application is denied, the City will contact you to discuss alternate options.**

Any misrepresentation in this application or willful deletion of any information described herein may result in the immediate revocation of the permit. If a question does not apply, please write "N/A" in that space. The application will be returned if the information is incomplete. Please type or print clearly. Attach additional sheets if necessary.

Department of Human Services  
1000 North 6<sup>th</sup> Street  
Camden, NJ 08102

Ph: 856-757-7194  
Fax: 856-757-7360

**Additional Contact Information:**

Parks & Open Spaces	(856) 968-4783
Camden County Metro PD	(856) 757-7029
Code Enforcement	(856) 757-7345
Camden County Parks	(856) 795-7275



# City of Camden

## CONCESSION STAND PERMIT

Department of Human Services – Bureau of Recreation  
• 1000 North 6<sup>th</sup> Street • Camden, NJ 08102

ORGANIZATION NAME: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE: \_\_\_\_\_

ORGANIZATION'S ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PURPOSE/USE: \_\_\_\_\_

### CONCESSION STAND USE OF THE FOLLOWING LOCATION ONLY:

- |   |                                      |                                       |
|---|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> CORNELIUS MARTIN | <input type="checkbox"/> CRAMER HILL | <input type="checkbox"/> MAE SHULTZ   |
| <input type="checkbox"/> ROBERT JOHNSON   | <input type="checkbox"/> STALEY PARK | <input type="checkbox"/> WHITMAN PARK |

- |                               |                                |                               |                                 |                               |
|-------------------------------|--------------------------------|-------------------------------|---------------------------------|-------------------------------|
| <input type="checkbox"/> MON. | <input type="checkbox"/> TUES. | <input type="checkbox"/> WED. | <input type="checkbox"/> THURS. | <input type="checkbox"/> FRI. |
| TIME: _____                   | TIME: _____                    | TIME: _____                   | TIME: _____                     | TIME: _____                   |

WEEKEND: (CHOOSE ONE 8 HOUR TIME SLOT)

- |                              |             |                              |             |
|------------------------------|-------------|------------------------------|-------------|
| <input type="checkbox"/> SAT | Time: _____ | <input type="checkbox"/> SUN | Time: _____ |
|------------------------------|-------------|------------------------------|-------------|

### ALL APPLICANTS **MUST**:

- 1- AGREE TO REIMBURSE THE CITY OF CAMDEN OF ANY DAMAGES AND/OR CLEAN-UP COST EXCEED THE AMOUNT PAID. THE CITY OF CAMDEN RESERVES THE RIGHT TO BILL, SUE OR TAKE ANY MEASURES NECESSARY TO COLLECT ANY SUMS FOR THE ADDITIONAL CLEAN-UP AND/OR DAMAGES TO THE PROPERTY.
- 2- SUBMIT PROOF OF ONE MILLION DOLLARS (1,000,000) GENERAL LIABILITY INSURANCE WITH THE CITY OF CAMDEN AS THE NAMED INSURER.
- 3- SUBMIT COPY OF PRACTICE & GAME SCHEDULE.

## CONCESSION STANDS

Concession stands are the sole property of the City of Camden. Use of this facility shall be scheduled by the Department of Human Services and maintained by the Department of Public Works. Without specific permission from the Department of Human Services, no person, group, entity or organization, may reserve the concession stand for us. Use of the concession stand may **NOT** be loaned, leased, or sub-let to any other person, group, entity or organization without expressed permission from the Department of Human Services.

Organizations whom obtain a lease agreement for the use of the concession stand for youth and/or non-profit activities are allowed permit use of the facility based on activity, need, and availability. The use of concession stand is limited for homes, games, and/or facility for training and meeting purposes (during permitted use only), which may include (1) locked storage area.

Any party permitted to use of a city facility for the use of concession stand for any ball game, festival, or event shall follow **ALL** rules and regulations provided by the City of Camden, Department of Human Services.

After operations of the concession stand, it is the party's responsibility to make sure that the following is completed before leaving the premises:

- A. The user agrees to adhere to ALL City of Camden Health regulations governing the sale of food products to the public.
- B. All trash, including ground litter, created by the user or participants, shall be placed in proper receptacles.
- C. The City of Camden is not responsible for lost, stolen, or damaged property kept or stored on township property.
- D. The sale of alcohol, tobacco, or firework products is strictly forbidden.
- E. No open fires such as from a barbeque/gas grill are permitted **INSIDE** the concession stand.
- F. The use of small appliances such as coffee pots, microwave, etc. is permitted, but **MUST** be unplugged and not operational upon locking and securing the concession stand at the end of the day.
- G. Wash **ALL** cooking utensils. No dishes (clean or dirty), should be left in the sink. Also, keep sink clean.
- H. **DO NOT** pour grease in sinks, trash cans or on the ground.
- I. Make sure the stove, oven, ice machine, counters, coffee pots, freezers, coolers, etc. are clean.
- J. Sweep and mop floor.
- K. Make sure ice machine doors are closed and no cups are left inside ice machine.
- L. Make sure all cleaning supplies, pesticides, and other chemicals are stored in cabinet away from food.
- M. The concession building **MUST** be secured and locked at the end of the day.

Any utilities or appliances that the City of Camden provided for the concession stand use is **NOT** to be locked. All restrooms must be cleaned and stocked with supplies. Any additional cleaning or supplies needed during the time of use must be furnished by the party operating the facility.

The City of Camden reserves the right to charge a fee for misuse or nay services the City has to provide to put the concession stand back in operating order.

It is the league or operating party's responsibility to remove **ALL** personal belongings at the end of their use or season, unless storage is provided for their items.

During the operation of the concession stand, there shall be **NO** children allowed in the concession stand at any time.

### **NOTE:**

**Usage fee of \$50 per day, with a refundable deposit of \$100 returned within 14 business days after inspection.**  
**Keys must be returned within 24 hours after use or deposit will be forfeited.**

*Initial* \_\_\_\_\_

**INDEMNIFICATION**

Permittee (organization/applicant) shall assume all risks incident to or in connection with the permitted activity and shall be solely responsible for damage or injury, of whatever kind or nature, to person or property, directly or indirectly arising out of or in connection with the permitted activity or the conduct of permittee's operation. Permittee hereby expressly agrees to defend and save the City, its officers, agents, employees, and representatives harmless from any penalties for violation of any law ordinance, or regulation affecting its activity and from any and all claims, suits, losses, damages, or injuries directly or indirectly arising out of or in connection with the permitted activity or conduct of its operation or resulting from the negligence or intentional acts or omissions of permittee or its officers, agents, and employees.

My signature indicates that I have read and understand the above information. I also understand and agree that the permittee is responsible for clean-up and restoring the event area to its former condition and if this is not the case, the permittee will have to reimburse the City the cost of the clean-up. I further understand that I am responsible for adhering to all requirements and paying for any fees or charges for my special event.

**The City of Camden reserves the right to cancel or revoke this permit at any time in the best interest of the city.**

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE: AUTHORIZED GROUP REPRESENTATIVE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE: AUTHORIZED GROUP REPRESENTATIVE

**If applicant is an organization, corporation, partnership or sole proprietorship,  
the application must be signed by an officer, principal or owner of the corporation.**

---

City Use Only:

**YOUR APPLICATION FOR A PERMIT TO USE ABOVE LISTED FACILITY IS APPROVED SUBJECT TO THE FOLLOWING LIMITATIONS:**

---

---

---

**FOR OFFICE USE ONLY:**

\_\_\_\_\_  
Bureau of Recreation Signature

\_\_\_\_\_  
Today's Date

\_\_\_\_\_  
Director's Signature

\_\_\_\_\_  
Today's Date