



READINGTON TOWNSHIP RULES AND REGULATIONS FOR USE OF TOWNSHIP FIELDS, PARKS, AND PAVILIONS

AVAILABILITY AND BOOKING PROCEDURES

- Booking becomes available on January 1st for the coming year. To inquire about dates for field rentals or pavilion usage please email the Recreation office at readingtonrecoffice@gmail.com or call the office at 908-534-9752.
- A completed form and full payment are required at the time of registration to hold the date.
- Click here for the form: [FACILITY FORM](#)
- Rain dates are not provided unless the user wishes to rent and pay for a second date at the time of reservation.
- If Readington Recreation cancels due for any reason, we will offer you an option to reschedule.

HOURS OF AVAILABILITY

- Readington parks are open officially from April 1st – Mid-November (weather permitting). Some rentals may be allowed outside of that time period with the understanding that bathrooms may not be open.
- Park hours are dawn to dusk.
- Pavilion rentals are generally one per day, but hours of actual use must be included on the form.
- Lights at Pickell Park Tennis Courts are on from early April – Memorial Day until 9 pm, from Memorial Day to Labor Day until 10 pm, from Labor Day until approximately mid-November until 9 pm. There are no lights from then until the park opens in April.

FIELD RENTALS

- Organizations renting fields for a camp or seasonal use must provide a certificate of insurance naming Readington Township as additional insured.
- The person renting the facility will be held accountable for the actions of the personnel on the fields. This includes coaches, players and parents.
- The use of alcoholic beverages on the playing fields is prohibited.
- No signage representing outside groups may be left in the park. Signage can only be up for the duration of the actual practice or game and then must be removed. Signs left in the park will be removed and disposed of.
- Parking is only permitted in legally designated areas of the parking lots. Entrances to fields must not be blocked by vehicles. Under no circumstances may vehicles drive on the grass in the parks.
- Payment is made by check payable to READINGTON TOWNSHIP or by online payment link which can be requested at the time of booking with the office staff.
- **Weather cancellations** will be made by Recreation staff if it is obvious that inclement weather will prevent an activity while the office is still open. If bad weather begins after the Recreation office is closed or on a weekend the organizer of the rental is responsible for making an appropriate decision about play. Whenever possible Readington Recreation will offer a make up date for games/practices canceled by bad weather.

PAVILION RENTALS

- The use of caterers, entertainers, or other businesses at your event is permitted after approval by the Recreation office. Said outside party must provide a certificate of insurance naming Readington Township as additional insured in the amount of \$1,000,000. This must be emailed to the office in advance of the event.
- No entertainment equipment brought from home may be used without permission of the Recreation office. This includes, but is not limited to: bouncy houses, electric vehicles, lawn games and other outdoor activities.
- No sidewalk chalk or any other art materials may be used on the floor of the pavilion. Any art activity done at an event must be thoroughly cleaned up by the renters at the conclusion of their event.
- Rain dates: see policy above. If the weather is truly inclement enough to cancel the event we will work with you to find another date to make up the event. We do not refund for weather events.