

**UNION COUNTY DEPT. OF PARKS AND RECREATION
DESERTED VILLAGE OF FELTVILLE
MASKER'S BARN PERMIT APPLICATION**

**Masker's Barn
13 Cataract Hollow Road
Berkeley Heights, NJ
www.ucnj.org/dv**



Please complete this application and return it via e-mail to trailside@ucnj.org. Incomplete applications will not be processed.

Please write to trailside@ucnj.org or call 908-317-7912 before completing an application to confirm availability. Reservations are made in the order in which completed applications are received.

For address verification, a copy/scan of your driver's license or a utility bill must be submitted with this application.

Before submitting your application, please read the Masker's Barn Event Planning Guide at www.ucnj.org/dv for fees, operational guidelines, and insurance requirements.

APPLICANT INFORMATION

Group or organization (if any):

Applicant or contact person:

Street Address:

City, State, Zip Code:

Contact's email address:

Contact's phone number:

Home:

Work:

Cell:

EVENT INFORMATION

Type of event:

Estimated attendance:

Is this event a fundraiser?

Requested date(s):

1st choice

2nd choice

Day(s) of week

Date(s)

Day(s) of week

Date(s)

Setup start time:

Event end time:

(no later than 11:00 p.m.)

Event start time:

Cleanup end time:

(no later than midnight)

Weather permitting, will you use the campfire ring?

If a wedding reception, will wedding ceremony be on site?

Are you requesting a Beer/Wine permit?

A Beer/Wine permit can be issued with your Barn permit for an extra fee. Beer and wine cannot be sold.

VENDOR INFORMATION

Do you anticipate using a vendor at your event for any of the following services?
(A certificate of insurance may be required from each vendor.)

Service	Yes, No, or Undecided	Vendor name and town, if known
Event planner:		
Caterer:		
Food or dessert truck:		
DJ or band:		
Photographer/videographer:		
Photo booth:		
Florist:		
Balloons:		
Tents:		
Other rental equipment:		
Shuttle or valet parking:		
Other (specify):		

***** For Office Use Only *****

Date application received by County:

Application revision date(s):

Staff Comments and Approvals

Reservationist

Initial & date:

Barn Manager

Initial & date:

Union County Police

Initial & date:

Other

Initial & date: