

DEPARTMENT OF SPECIAL SERVICES
Township of Union Public Schools
M-E-M-O-R-A-N-D-U-M

TO: Dr. Gerald Benaquista

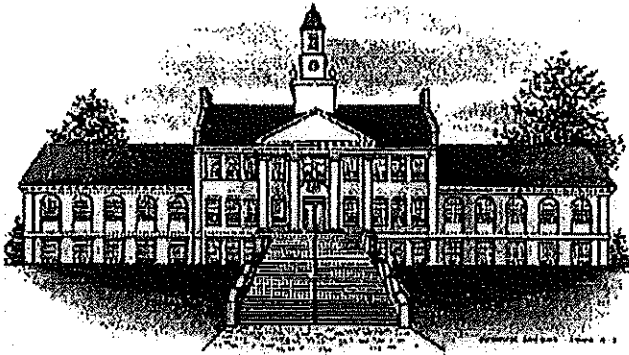
C: Marissa McKenzie, Dr. Jose Rodrigues, Yolanda Koon, Kim Conti, Bernadette Watson,
Diane Cappiello, Suan Lam

FROM: Joseph Seugling 

RE: Board Agenda

DATE: August 28, 2026

Approve the submission of the Picnic Area Application and Hold Harmless Agreement for the use of Rabkin Park on October 1st, 2026 (rain date October 7th, 2026) to the Union Township Parks and Recreation Department for the Special Services CBI Event, in accordance with the information appended to the agenda.



Township of Union
IN THE COUNTY OF UNION
RECREATION DEPARTMENT
1120 Commerce Ave
Union, New Jersey 07083
(908)686-4200

www.unlontownship.com/147/recreation

Robert Cowper
Superintendent of Recreation
Manuel Figueiredo
Commissioner

PICNIC AREA APPLICATION

In order to process your request for the use of the facilities, we will need the following information:

NAME OF APPLICANT: Please Print UNION TOWNSHIP BOE JOSEPH SEUGLING

ADDRESS: 2369 MORRIS AVE UNION NJ (Proof of Residency Required)

HOME/CELL NUMBER: 908 851 6536 EMAIL: jseugling@tups.org

NAME OF ORG: UNION TOWNSHIP BOE

ADDRESS: 2369 MORRIS AVE, UNION NJ

FACILITY REQUESTED: RABKIN PARK Date of Event: 10/1/2026 RAW DATE 10/7/2026

- ALL permit holders must sign a Hold Harmless Agreement.
- Permits for groups over 50 people MUST furnish to the Recreation Office a Certificate of Insurance in the amount of a \$500,000.00 General Liability Insurance policy naming the Township of Union, 1976 Morris Avenue, Union, NJ 07083 as additionally insured.
- Any additional amusements (bounce house, laser tag, DJ, etc.) that will be featured at the permitted space MUST furnish to the Recreation Office BOTH a Certificate of Insurance in the amount of a \$500,000.00 General Liability Insurance policy naming the Township of Union, 1976 Morris Avenue, Union, NJ 07083 as additionally insured as well as a signed Hold Harmless Agreement RES. #86-78, adopted 4/8/1986.
- Applications are to be made in writing, not before January 1st of that year.

A \$20.00 cash deposit is required for the rest room keys. Money will be refunded upon receipt of the keys after your scheduled picnic.

APPROXIMATE # OF ADULTS 150 APPROXIMATE NUMBER OF CHILDREN (under 18) 300

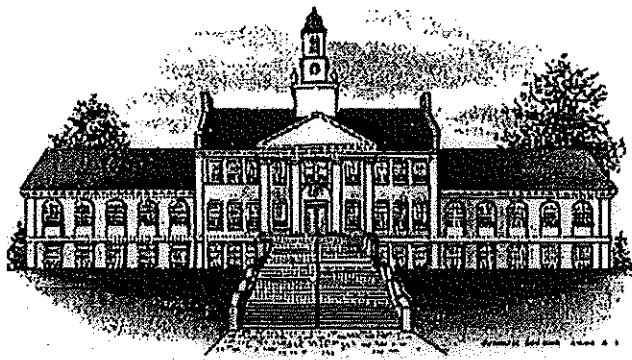
No littering of the grounds will be permitted; all refuse is to be placed in the receptacle furnished for that purpose. Refuse bags with ties are to be deposited in the proper designated area. You must supply your own garbage bags, paper products and electric extension cords.

SIGNATURE OF APPLICANT: [Signature] DATE: 8/28/2026

ALCOHOLIC BEVERAGES, CONTROLLED DANGEROUS SUBSTANCES, AND THE COMMITTING OF ANY ILLEGAL ACTS ARE PROHIBITED.

FAILURE TO COMPLY WITH RULES, REGULATIONS, ORDINANCES, AND INSURANCE WILL REVOKE THE ISSUED PERMIT.

THIS FORM MUST BE RETURNED TO THIS OFFICE NO LATER THAN 5 BUSINESS DAYS AFTER RECEIPT. IF IT IS NOT RETURNED, THE DATE, PICNIC, AND TIME WILL BE MADE AVAILABLE TO THE PUBLIC. PERMITS WILL NOT BE PROCESSED UNTIL WE RECEIVE A CERTIFICATE OF INSURANCE (if applicable).



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HOLD HARMLESS AGREEMENT

(ORGANIZATION/PERMITHOLDER) HEREBY IDEMNIFY AND HOLD

HARMLESS THE TOWNSHIP OF UNION, ITS AGENTS, SERVANTS AND EMPLOYEES FROM
ANY AND ALL CLAIMS ARISING OUT OF THE USE OF PUBLIC FACILITIES.

RABKIN PARK
PLACE OF EVENT

ON OCTOBER 1/7 ^{RAIN DATE} FROM 9:00 TO 1:00

SIGNATURE

DATE

TITLE

ADDRESS

PHONE NUMBER

REC. DEPT. Initial