



COUNTY OF BERGEN
 DEPARTMENT OF PARKS
 DIVISION OF PARKS AND RECREATION • DIVISION OF CULTURAL AND HISTORIC AFFAIRS
 One Bergen County Plaza – 4th Floor – Hackensack, NJ 07601-7076
 (201) 336-7275 – FAX (201) 336-7262

James J. Tedesco, III
 County Executive

James G. Koth, III, PLA, ASLA
 Director of Parks

Bleacher Request Form

School/Organization: _____

Address: _____

_____ CITY STATE ZIP CODE

Contact Person: _____

Cell: _____ Email: _____

The County has (4) sets of bleachers, which seat about 250 people each. Please circle the number of sets that you are requesting: **1** **2** **3** **4**

Event: _____

Date: _____ Time: _____ to _____

Location of Event: _____

Location of Bleacher(s): _____

Date & Time of Delivery: _____ Date & Time of Pick up: _____

FEES: \$250 per set (only the Bergen County Parks Department has the authority to transport bleachers)

INSURANCE is required. Please see attached letter for requirements.



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INSURANCE REQUIREMENTS

The Certificate is to show a minimum of \$1,000,000 per occurrence, \$2,000,000 aggregate General Liability and \$10,000/person Medical Expense. **THE COUNTY OF BERGEN AND ITS OFFICIALS, EMPLOYEES AND AGENTS** must be named as **ADDITIONAL INSURED** and **COUNTY OF BERGEN** shown as **CERTIFICATE HOLDER**.

Your insurance company (agent) must be told of this requirement and the above underlined paragraph. They will, at that time, issue the Certificate of Insurance which can be mailed to the above address, faxed to (201) 336-7262 or emailed to parkpermits@co.bergen.nj.us

Please make sure the term of the insurance (effective date to expiration date) falls within the dates you anticipate using the Bergen County Department of Parks equipment.

If you have any questions concerning this matter, please call us at (201) 336-7261. Thank you for your cooperation.