

**CAMDEN COUNTY BOATHOUSE**

**COOPER RIVER PARK**

**REGATTA AND RIVER USE APPLICATION**

# PERMIT APPLICATION REQUIREMENTS

1. All event applications must be submitted through the Camden County Boathouse

Office.

1. All applications must be accompanied with a $2,000.00 deposit to be considered. The only acceptable form of payment is debit/credit, check, cashier’s check, or money order, made payable to Camden County Treasurer.
2. Applications must be received by June 1st for the following calendar year. Any applications received after June 1st will get second consideration for dates. Permit fees are due by 9/1/2021 for the 2022 season.
3. The application will be reviewed and approved within 30 days of receipt by the Boathouse and the applicant will be notified in writing of date confirmation.

**All events must submit the following information no later than 21 days prior to the event:**

* Certificate of insurance. Refer to page three of this document for requirements.
* Proposed layout for event.
* Expected timeline of the event, approximate start and finish.
* Estimated number of athletes and spectators in the park.
* Camden County will arrange a time to meet two to three weeks prior to the event to discuss the event in more detail. At that time an estimate will be provided for all production services rendered by Camden County (i.e. park staff, law enforcement, trash removal, portable toilets, etc.). All tents/grills must be approved by Camden County Fire Marshal.
* Names of US Rowing Officials
* Course improvement fee will be added to the final bill

**Camden County Boathouse will provide park guidelines that must be published online and sent out to all competitors to ensure the guidelines are followed.**

**FOR OFFICIAL USE ONLY**

DATE RECEIVED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DEPOSIT PAID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

INSURANCE RECEIVED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ BALANCE PAID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

APPROVED BY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PERMIT NO.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# EVENT INFORMATION

**Name of Event**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date/s: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time/s start and finish: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Host Organization:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-Mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Alternate Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Local Organizing Committee**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-Mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Alternate Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

High School College Club Masters

Projected Number of Competitors: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Projected Number of Trailers: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Projected Number of Spectators: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Projected Number of Vehicles: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of US Rowing (minimum of 5 in-addition to the chief) Officials: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Projected Number of Boats: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Chief Referee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are one or more of the following going to be sold:  Merchandise  Food\*\*

\*\*Event coordinator can purchase vending rights for Food Vendors in the amount of $2,500. A list of vendor requirements will be provided to the event coordinator. All documents must be on file with Camden County two weeks prior to event. If event coordinator does not purchase vending rights, Camden County reserves the right to place its own approved food vendors onsite for the event.

# FEES

**Exclusive river use per day:**

Monday-Friday $1,500

Saturday/Sunday $2,000

**Course Improvement Fee:**

150-200 boats $2000

100-150 boats $1500

50-100 boats $1000

1-50 boats $500

**Purchase of Food Vending Rights:** $2,500.00

**Balance of above permit fees are due 21 days prior to the event.** **Permit fees are non-refundable. Acceptable forms of payment are debit/credit or check. Check information is below, if you would like to make a debit/credit payment, we can process over the phone once we receive the completed permit at 856-661-3186.**

**Make Checks payable to:**

Camden County Treasurer

**Mail checks to:**

Camden County Boathouse

7050 North Park Drive, Pennsauken, NJ 08109

Attn: Danielle Linaris

All other fees such as police coverage, electricity, labor and equipment, will be determined by boathouse staff and an estimate of production costs will be provided. An invoice for production costs will be generated and emailed within one week of the event and the balance due within thirty days of invoice date. A permit application for the following year will not be accepted until the invoice is paid in full.

# INSURANCE REQUIREMENTS

1. A Certificate of Insurance must be submitted to the Camden County Boathouse prior to issuance of a permit. Certificate shall: A. List the Program.
	1. **Name Camden County Board of Chosen Freeholders, County of Camden as additional insured.**
	2. Certificate shall include: General Liability; $500,000.00 per occurrence/$500,000.00 aggregate for bodily injury and property damage. D. List all insured, the insurance company, and the insurance broker.

 E. Provide coverage on the date(s) of use and the rain date(s).

1. Auto and Workers’ Compensation Coverage Certificates, when applicable, must be submitted to the Camden County Boathouse 21 days prior to the event. Certificates shall:
	1. Auto Liability $300,000/$300,000 per occurrence.
	2. Workers’ Compensation: Statutory coverage for New Jersey; $500,000.00 Employer’s Liability.

# INDEMNIFICATION

Applicant shall assume all risk of and responsibility for, and agrees to indemnify, defend, and save harmless the County of Camden and its officials, employees and agents, from and against any and all claims, demands, suits, actions, recoveries, judgements and costs and expenses in connection therewith on account of the loss of life, property or injury or damage to the person, body or property of any persons whatsoever, arising from or in connection with the event held on **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** at the Camden County Boathouse and Cooper River Rowing Venue. This indemnification obligation is not limited by, but is in addition to the insurance obligations contained in this agreement.

It is expressly agreed and understood by the parties that CAMDEN COUNTY shall not be responsible for any claims from the aforesaid event without regard to the fault or negligence of any person or entity, whether such person or entity is a party to this agreement, and regardless of whether the aforesaid fault or negligence is sole, concurrent, joint contributory or comparative.

\*APPLICANT (Signature)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Print Name)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TITLE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*If applicant represents a corporation, partnership, or sole proprietorship, this application must be signed by an officer of the corporation, principal or owner.

# ADDITIONAL INFORMATION

Please refer to “Regulations for the use of Camden County Parks and Parkland” located online at [www.camdencounty.com f](http://www.camdencounty.com/)or addition information.

Contact Numbers

Fire Marshal 856-374-6176

Boathouse 856-661-3188

Events 856-216-2157

 