



TOWNSHIP OF MANTUA

Gloucester County, New Jersey

401 MAIN STREET
MANTUA, NJ 08051
(856) 468-1500 Fax (856) 464-1022
www.mantuatownship.com

APPLICATION FOR USE OF THE MUNICIPAL BUILDING

All Organizations using the MUNICIPAL BUILDING must first file a list of Officers, including the name of the person or persons in charge. The Organization must be non-political, non-partisan and non-religious in nature. The Organization must be a recognized adult group headquartered in the Township of Mantua.

The meeting night must be selected and adhered to. If a municipal government affiliated meeting is called for on this night, one week's notice will be given to the organization, requesting cancellation or re-scheduling of their meeting to another night.

NO REFRESHMENTS OR EATING of any kind in the building.

Premises must be vacated by 11:30 PM. ALL LIGHTS MUST be turned off, except one in the lobby.

ARRANGEMENTS must be made through the CLERK'S OFFICE, as to the scheduling of said meeting and to the pick up and return of the key.

Any Organization not abiding by the above regulations will be notified. Continual breaking of the regulations will result in this approval for meeting in the Municipal Building being cancelled.

The Application is only good for ONE YEAR if you are seeking approval for a monthly meeting. You must apply for a new application on or before December 31st of each year.

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DATE OF APPLICATION _____

NAME OF ORGANIZATION _____

NATURE OF PROGRAM _____

OFFICERS _____ PHONE # _____

_____ PHONE # _____

_____ PHONE # _____

_____ PHONE # _____

PERSON MAKING APPLICATION _____

ADDRESS _____ PHONE # _____

DATE(S) OF REQUESTED MEETING(S) _____

TIME OF MEETING _____

SIGNATURE OF APPLICANT _____

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APPROVAL GRANTED BY CLERK'S OFFICE ON _____
DATE

Clerk