



TOWNSHIP OF MANTUA

Gloucester County, New Jersey

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

APPLICATION FOR USE OF THE MANTUA TOWNSHIP SENIOR CENTER

NO SMOKING -NO ALCOHOLIC BEVERAGES - NO PETS

All organizations using the **MANTUA TOWNSHIP SENIOR CENTER** must 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 reorganized adult group headquartered in the Township of Mantua.

Arrangements will be made through Linda Buck at the Public Works Office 468-1502.

Keys will be picked up by 3:00pm no earlier than the day of the building use and returned no later than 3:00pm the following day.

If a municipal government affiliated meeting has to use the building, notice will be given to the organization that is scheduled so that rescheduling can be done.

The application is for 1 year, if you are seeking monthly approval. A new application will be filed on or before December 31st of each year.

When the kitchen is used everything should be cleaned and put away. Linda Buck should be notified first thing the next day of any trash that should be left outside by the door.

All bathrooms are to be kept clean

Heat set at _____ when leaving the building.

All lights are to be turned off.

Air Conditioners set at _____ when leaving the building.

All doors are to be locked.

Any Organization not abiding by the above regulations will be notified. Continual breaking of the regulations will result in the meetings being cancelled.

DATE OF APPLICATION _____

DATE (S) OF REQUESTED MEETING (S) _____

TIME OF MEETING _____

PERSON MAKING APPLICATION _____

NAME OF ORGANIZATION _____

OFFICER: _____ PHONE#: _____

OFFICER: _____ PHONE#: _____

OFFICER: _____ PHONE#: _____

APPROVED BY: _____ DATE: _____