



Delaware River Mill Society at Stockton

PO Box 298, Stockton, New Jersey 08559

Phone: 609-397-3586 Fax: 609-397-3913

Application to *Delaware River Mill Society at Stockton* to use the facilities at the Historic Prallsville Mills for a Private Function.

The undersigned requests permission to use the Historic facilities located at the Prallsville Mills, Rte 29 in Stockton, New Jersey. This includes the Gristmill, Grainary, kitchen and bathrooms.

Name _____

Address _____

Home Phone _____ Work _____ Cell _____

Email Address: _____

Describe function _____

Date(s) of use _____ Hours _____

Number of people attending _____ (Maximum Indoor occupancy 150 permitted by law)

It is requested that the Mill Society be advised of the number of people who attend the affair after it is completed. This is for the State of New Jersey records.

Agreed Donation: \$1,850 – For Events between March 16 – June 30 & September 1 – December 14. Your Agreed Donation of \$1,900.00 for events between December 15- March 15 & July 1 – August 31 (this donation is higher to offset the higher energy usage during these periods). This is for a 10 hour period of time, any period exceeding 10 hours will result in an additional hourly charge. A *non-refundable* \$500 retainer is required with application, together with proof of liability insurance (if your event date is in less than 6 months), to secure the date on the calendar. Additional time, if available, would be committed by the Mill with an agreed upon increase in the amount of the donation.

The balance of \$_____ is due six weeks prior to the event. (date)_____. A *refundable* separate security retainer of \$250 is also required at that time. The security retainer is returned *after* the event **if** buildings and grounds are acceptably clean and there is no damage or loss of Mill Society property.

See **Conditions of Use.**



You must contact and arrange your hours of rental with Brillman's Rental Barn on 215-860-7600. Event Monitoring Services for Prallsville Mill private functions are handled directly with Brillman's Rental Barn. All showings and facilities tours for private function rentals are handled through Brillman's Rental Barn. Private Function rental items are exclusively provided for Prallsville Mill events by Brillman's Rental Barn, you will have a separate rental contract from Brillman's Rental Barn for rentals and related event monitoring arrangements.

A \$250 *refundable* security retainer, plus proof of liability insurance, also applies to any caterers used for the function. Additionally, all caterers are required to have a Business Membership with the Delaware River Mill Society in order to work at the Prallsville Mills Complex. The membership is good for a one-year period. (The application may be downloaded from the DRMS website @ www.drms-stockton.org)

Caterer _____ Phone _____

Contact person _____ cell phone _____

Address _____

Indemnification:

Delaware River Mill Society at Stockton grants permission to use the facility in “as is” condition and disclaims any responsibility for loss, injury or damage which may occur to Applicant or any of its guests. Applicant hereby expressly agrees to hold *Delaware River Mill Society at Stockton* and the State of New Jersey, Department of Environmental Protection, harmless against any claim or claims made against it for loss, injury or damage resulting from or occurring as the result of such use and shall submit in advance a certificate of liability insurance to cover this event and hold harmless agreement.

Applicant _____ Date _____

By _____ Date _____
President, *Delaware River Mill Society at Stockton*

Revised: November 2008
attached: Conditions of Use