

**Delaware River Mill Society at Stockton**

PO Box 298, Stockton, New Jersey 08559

Phone: 609-397-298 Fax: 609-397-3913



**Individual Application  
to use the facilities at Historic Prallsville Mills  
for less than a full day**

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

Name \_\_\_\_\_

Address \_\_\_\_\_

Contact \_\_\_\_\_ Title \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Cell \_\_\_\_\_

Describe function \_\_\_\_\_

Date(s) of use \_\_\_\_\_ Hours \_\_\_\_\_

Number of people attending \_\_\_\_\_ (Maximum 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.

For less than a full day, applicant agrees to make a donation of \$125/per hour, or part there of, during the week and \$175/per hour, or part there of, on Fridays, Saturday and Sundays **plus** a separate cleaning fee of \$100. The minimum is four hours.

A retainer of \$500 is required with application and liability insurance forms to secure the date. This is not refundable if you should cancel. A **refundable separate** security deposit retainer of \$250 is also required. The balance is due no later than 10 days after the event. The security retainer *is* returned *after* the event, *if* the buildings and grounds are acceptably clean and there is no damage or loss of Mill Society property.

**See attached: Conditions of Use.**

Half day events **cannot** be booked more than 8 weeks in advance for a Friday, Saturday or Sunday between May and October. Week-days depend on the Mill Events Calendar. **For ½ day or hourly events booked between May and October, you must use an approved Mill Caterer.**



**You must contact and arrange your hours of rental with Brillman's Rental Barn on 215-860-7600.**

Custodial arrangements 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 Event Monitoring. **For hourly Mill rentals a Event Monitoring Services Fee will be assessed by Brillman's Rental Barn, the minimum is four hours.**

A separate \$250 *refundable* security retainer, plus proof of liability insurance, also applies to any **caterers** used. Additionally, all caterers are required to obtain a Business Membership with the Delaware River Mill Society in order to work at the Prallsville Mills Complex. (The application may be downloaded from the DRMS website [www.drms-stockton.org](http://www.drms-stockton.org))

Caterer \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Contact \_\_\_\_\_ Cell \_\_\_\_\_

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*

February 2007  
attached: Conditions of Use

*Delaware River Mill Society at Stockton*  
is responsible for restoration and maintenance of the Prallsville Mills