

PARK(ing) Day Trenton 2018 Participation Form

We look forward to new groups participating in the 3rd Annual PARK(ing) Day in Trenton on Friday, September 21st, 2018! Rain date will be September 28th.

Please read these guidelines and complete the attached application.

Applications must be received no later than Monday, September 17, 2018.

Please e-mail completed applications to jsimon@isles.org or hand deliver to Isles, Inc. - 10 Wood Street, Trenton, NJ 08618. Contact Jim with any questions!

Parklet Guidelines:

- Only one parklet per block, except for *organized* clusters. First come, first served. While every effort will be made to meet specific location requests, the City of Trenton and organizers will make final decisions on parklet locations.
- Round
- Parklets **MUST** be located at **LEAST** one parking space away from a corner to prevent safety issues with turning trucks
- Parklets must include some type of barrier around the edge of the park which creates a sense of enclosure, marks the boundaries of the park, and separates participants from traffic (see Parklet resources on www.creektocanalcreative.org/parkingday)
- A 2 foot buffer around the external edges that separates the park from the adjacent travel lane and neighboring parking spaces
- Parklet features and activities must not present a hazard to pedestrians or traffic, or block pedestrian access on sidewalks
- Parklet may **NOT** be left unattended at any time. Be sure to schedule enough volunteers!
- No commerce or overt advertising can occur in the parklets
- Due to health code, restaurants **CANNOT** provide table service or serve customers at parklets
- All teams will be required to submit proof of event insurance in order to participate

Please note: Each Parklet is to provide their own insurance and will hold the City of Trenton and organizers harmless in order to participate.

City of Trenton

PARKing Day

PARKLET APPLICATION



Name of Organization/Business/Group

Name of Team Leader and Phone Number – Including Day of Event contact #

Website and/or social media handle?

How did you learn about PARK(ING) Day Trenton?

Proposed Location of your Parklet (block # + street name)

Meter Number # (if unclear, please provide accurate description or attach a photo)

Detailed description of parklet layout and activities (provide additional sketch if necessary)

Need a table and/or chairs? Only one 6' wide round table may fit safely in a parking spot.

Would your team be interested in setting up your Parklet alongside other PARK(ing) Day teams?

Name of Group you would like to be paired with

Location preference? City Hall, Downtown, or No Preference

RELEASE of LIABILITY

Participation in PARK(ing) Day is at your own risk! You will be acting independently of the City of Trenton and PARK(ing) Day organizers, none of whom are liable for your actions. By participating in PARK(ing) Day, you voluntarily and entirely assume the risk of injury to yourself or others, assume all legal liability related to your PARK(ing) Day Installation, and agree to indemnify and hold harmless the City of Trenton, its employees, and partners. You also agree to obey the law and the directives of any duly-authorized law enforcement officer.

Name: _____

Signed: _____

Date: _____