

COIN DROP APPLICATION

APPLICATIONS MUST BE RECEIVED NO LATER THAN EIGHT (8) WEEKS PRIOR TO YOUR EVENT

ORGANIZATIONS WILL BE PERMITTED ONLY 1 (ONE) COIN TOSS PER YEAR

The Penns Grove Police Department Application and the New Jersey Department of Transportation's Application must be completed and returned to the designated Police Officer within the Police Department. If your Coin Drop is held on Main Street and Virginia Avenue, you are also required to make application with the Salem County Engineer's Office AND the Salem County Clerk of the Board. You can contact the County Engineer's Office at (856) 935-7510, ext. 8549 for more information on their application process.

After the application is completed, the process will be as follows:

1. The application will be reviewed by the Police Chief. If the Police Chief approves your application, he will sign it and forward it to the Municipal Clerk.
2. The application will be submitted to the Borough Council for consideration at their meetings held on the 1st and 3rd Tuesday of the month. If Borough Council approves your application, the Mayor will sign it.
3. You will be notified by either the Municipal Clerk, or designated Police Officer, regarding the status of your application; and if approved, you will be required to pick up the application.

If your application has been approved, you are required to complete the following steps:

1. Make (3) copies of the State's Application, and (6) copies of the map.
2. Include your check or money order made payable to the New Jersey Department of Transportation.
3. Include the permits/approval issued by Penns Grove Borough and the Salem County Engineer's Office. **You are also required to provide the Municipal Clerk or Designated Police Officer with a copy of the permit/approval you receive from the County Engineer. (Failure to do so will result in the cancellation of your Coin Toss – NO EXCEPTIONS)**
4. Mail all of the above-mentioned documents to:

New Jersey Department of Transportation
Permit Unit
1 Executive Campus, 2nd Floor
Rt. 70 West
Cherry Hill, NJ 08002

FAILURE TO ADHERE TO THE ABOVE OR TO THE FOLLOWING INSTRUCTIONS WILL RESULT IN THE DELAY OR CANCELLATION OF YOUR COIN TOSS – THERE WILL BE NO EXCEPTIONS!!

YOU ARE REQUIRED TO PROVIDE A COPY OF THE PERMIT/APPROVAL RECEIVED FROM BOTH THE COUNTY AND THE STATE, TO THE DESIGNATED POLICE OFFICER OR MUNICIPAL CLERK. FAILURE TO DO SO WILL RESULT IN THE CANCELLATION OF YOUR SCHEDULED COIN DROP. THERE WILL BE NO EXCEPTIONS!!!

YOU MUST PICK UP THE VEST AND EQUIPMENT FROM THE POLICE DEPARTMENT ON THE MORNING OF YOUR EVENT.

DURING THE COIN TOSS, ALL APPLICANTS MUST DISPLAY PROPER SIGNAGE INDICATING THE ORGANIZATION IT REPRESENTS, AND WEAR THE VESTS AS PROVIDED BY THE POLICE DEPARTMENT. FAILURE TO DO SO, WILL RESULT IN THE REMOVAL OF ALL MEMBER'S INVOLVED!

Penns Grove Police Department

COIN DROP APPLICATION PROCESS

1. COMPLETE AND RETURN PERMIT APPLICATION TO POLICE DEPARTMENT TO BE SIGNED BY POLICE CHIEF AND MAYOR AFTER APPROVAL. YOU WILL BE NOTIFIED WHEN TO RETRIEVE SAME AND SUBMIT TO STATE WITH REQUIRED FEE.

2. COMPLETE NJ DEPT. OF HIGHWAY OCCUPANCY APPLICATION WITH POLICE CHIEF'S SIGNATURE AND FORWARD WITH FEE ALONG WITH REQUIRED NUMBER OF COPIES OF THE MAP SHOWING LOCATION OF COIN TOSS.

TO:

NJ DEPARTMENT OF TRANSPORTATION
PERMIT UNIT
1 EXECUTIVE CAMPUS 2ND FLOOR
RT. 70 WEST
CHERRY HILL, NJ 08002

3. COMPLY WITH ALL STATE AND LOCAL LAWS AND CONDITIONS.



Penns Grove Police Department

State and West Main Street
Penns Grove, New Jersey 08069
856-299-0056 Fax: 856-299-5611

COIN TOSS / ADDITIONAL CONDITIONS FOR CHARITABLE SOLICITATION PERMIT

1. Each person soliciting charitable contributions on behalf of the charitable organization shall be at least 18 years old.
2. Solicitation shall be permitted on State Right of Way but is encouraged to be off the traveled way.
3. Solicitation shall not stop traffic or impede the flow of traffic. Traffic shall already be stopped before solicitation may occur and shall cease while traffic is moving. Use of flagmen shall be prohibited.
4. The Charitable organization shall be responsible for cleaning up any debris from the right of way.
5. Solicitation shall only be permitted during daylight hours.
6. State, county, local police, or the Department may suspend solicitation operations at any time if any condition of the permit is violated, or, if in the police officers or the Department's sole discretion, traffic is being impeded or delayed or the public safety is at risk.
7. Solicitors shall not drink alcoholic beverages, use drugs, or be under the influence of drugs or alcohol when solicitation. Solicitors shall not harass the public.
8. The Department shall not be liable in any civil action for damages for property damage or personally injury resulting from a motor vehicle accident arising out of or during defined pursuant to N.J.S.A. 45:17A-20, pursuant to N.J.S.A. 39-4-60.
9. The permit must be signed by the Chief of Police, person, or entity responsible for its police services and that entity is responsible for supervising the solicitation and enforcement of the terms of the Charitable Solicitation Permit.
10. The permit package, to be complete must be accompanied by a sealed copy of a municipal ordinance authorizing the Charitable Organization to solicit.
11. If the charitable solicitation is proposed at the intersection of a State Highway and a county route, the application form shall be accompanied by written approval from the county board of chosen freeholders.
12. The application package shall specify the location, date (s) /duration, and time (s) of proposed charitable solicitation. One application may cover multiple dates during the same calendar year. Seasonal applications are encouraged by the Department.
13. All solicitors shall wear safety vests that are in accordance with NJDOT standards.



Penns Grove Police Department
State and West Main Street
Penns Grove, New Jersey 08069
856-299-0056 Fax: 856-299-5611

COIN TOSS / ADDITIONAL CONDITIONS FOR CHARITABLE SOLICITATION PERMIT

14. Parking vehicles shall comply with applicable traffic regulations. The Department recommends off-site parking.
15. The Department recommends coin tosses using blankets located off the traveled way as the safest method of solicitation.
16. The solicitor shall not install any traffic control devices.
17. Signs advertising the roadway solicitation may be permitted, but they must be of temporary construction and breakaway to the extent possible.
18. Signs shall be a maximum of 16 square feet.
19. Signage shall be in accordance with the temporary signage standards contained in the Manual of Uniform Traffic Control Devices, 1988 or superseding issue, available through the Superintendent of Documents, U.S. Printing Office, Washington, D.C. 20402.
20. At least two warning signs shall be placed as follows:
"CHARITABLE SOLICITATIONS 500 FEET AHEAD"
21. Signs shall not be permitted in the traveled way or in the medians less than 8 feet in width.
22. All signs warning, noticing, or advertising a solicitation shall be removed immediately following the solicitation event.
23. The Department may impose special conditions on any Charitable Solicitation Permit to preserve and protect the public safety and the free flow of traffic on its roadways.

**BOROUGH OF PENNS GROVE
COUNTY OF SALEM**

ORDINANCE NO. 2002-7

AN ORDINANCE PERMITTING CHARITABLE ORGANIZATIONS TO SOLICIT CONTRIBUTIONS IN THE ROADWAYS SITUATED IN THE BOROUGH OF PENNS GROVE.

WHEREAS, the Senate and General Assembly of the State of New Jersey have enacted legislation amending N.J.S. 39:4-60, prohibiting solicitation of charitable contributions from motorists on roadways in the State of New Jersey unless authorized by ordinance of the municipality in which said roadways are situated; and

WHEREAS, the Borough of Penns Grove deems it to be in the public interest to permit charitable organizations as defined by N.J.S. 45:17A-20 to solicit contributions in roadways situated in the Borough of Penns Grove, provided same is done in a safe and reasonable manner;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Penns Grove, in the County of Salem, and State of New Jersey as follows:

Section 1.

The Borough of Penns Grove shall permit charitable organizations as defined in N.J.S. 45:17A-20 to solicit contributions in roadways situated in the Borough of Penns Grove in accordance with the provisions contained herein.

Section 2.

All charitable organizations as defined in N.J.S. 45:17A-20 who desire to solicit contributions in roadways situated in the Borough of Penns Grove shall file an application for a permit with the Borough of Penns Grove's Director of Police on a form supplied by said Police Director specifying the following information:

- A. Name of applicant's organization.
- B. Address of applicant's organization.
- C. Telephone number of applicant's organization.
- D. Contact person of applicant's organization.
- E. Specific location or locations of proposed charitable solicitation.

Section 7.

In the event any section, part or provision of this Ordinance shall be held unconstitutional or invalid by any Court, such holding shall not affect the validity of this Ordinance or any remaining part of this Ordinance other than the part held unconstitutional or invalid.

Section 8.

All ordinances or parts thereof, which are inconsistent with the provisions of this Ordinance are hereby repealed to the extent of their inconsistencies.

Section 9.

This Ordinance shall take effect immediately upon adoption and publication in the manner required by law.

ATTEST:


Veronica T. Gurnell, Municipal Clerk


Paul J. Morris, Mayor

Notice is hereby given that the foregoing Ordinance was introduced at a meeting held on the 7th day of May 2002 and will be considered for final adoption after a public hearing to be held on the 21st day of May 2002.


Veronica T. Gurnell, Municipal Clerk

Introduced: 5/07/02
Published: 5/10/02
Hearing: 5/21/02
Adoption: 5/21/02

- F. Dates and times of proposed charitable solicitation.
- G. If said request pertains to a location or locations on any County highway, or intersections of a County highway, said application shall include a copy of an authorization from the Salem County Board of Chosen Freeholders to permit said charitable solicitation.
- H. If said request pertains to a location or locations on any State highway or intersection of a State highway, said application shall include a copy of an authorization from the Commissioner of Transportation of the State of New Jersey to permit said charitable solicitation.
- I. Identify the manner in which the motorist solicitation will be conducted and the procedures to be used to ensure the safety of the members of the public who will be traveling the roadways situated in the Borough of Penns Grove.

Section 3.

Upon the filing of a complete application in accordance with the provisions of this Ordinance, the Police Director shall present same to the Mayor and Council of the Borough of Penns Grove for their review and consideration, after which Mayor and Council shall grant or deny the applicant's request. In the event the Mayor and Council grants the applicant's request, the Police Director shall issue a permit to the applicant which shall be subject to the representations contained in the applicant's application and any conditions imposed by Mayor and Council.

Section 4.

In no event shall any charitable organization requesting authorization from the Borough of Penns Grove for said charitable solicitation use any individual under the age of 18 years to perform any function or task associated with the said charitable solicitation in any roadway.

Section 5.

Any charitable organization requesting authorization from the Borough of Penns Grove for said charitable solicitation shall comply with all of the terms and conditions of N.J.S. 39:4-60, as amended by P.L. 1997, Chapter 82, approved April 30, 1997.

Section 6.

This Ordinance is adopted pursuant to N.J.S. 39:4-60, as amended by P.L. 1997, Chapter 82, approved April 30, 1997.

POLICE DEPARTMENT

West Main and State Street Penns Grove, New Jersey, 08069
Telephone: (856)-299-0055 Facsimile: (856)-299-5611



CHARITABLE SOLICITATION *aka* COIN DROP PERMIT APPLICATION

Name of Organization

Address of Organization

Telephone Number of Organization

Contact Person on behalf of Organization

EXPLAIN THE REASON FOR THE COIN TOSS
(HOW WILL THE FUNDS BENEFIT THE ORGANIZATION)

Contact Person's Telephone Number

Specific location or locations of proposed charitable solicitation

DATES of proposed charitable solicitation

RAIN DATES

TIMES of proposed charitable solicitation

Has the municipality passed on ordinance permitting charitable organizations to solicit contributions in the roadway situate within municipality? _____

(YES/NO)

If YES, please attach a copy of the ordinance from the municipality permitting the charitable solicitation, as required by N.J.S.A. 39:4-60.

Does this request pertain to a location on any State Highway or intersection with a State Highway? _____
(Y/N)

If YES, please attach a copy of an authorization from the Commission of Transportation of the State of New Jersey permitting the charitable solicitations, as requested by N.J.S.A. 39:4-60.

Identify the manner in which the motorist solicitations will be conducted and the procedures to be used to ensure the safety of the members of the public who will be traveling the roadways in the County of Salem.

OFFICE USE ONLY

Application received: _____
Today's date

Received by: _____
Print Name

Chief of Police _____
Date

Mayor of Penns Grove _____
Date

Print Name _____
Date

Print Name _____
Date

Coin Toss No: _____

Permit No: _____

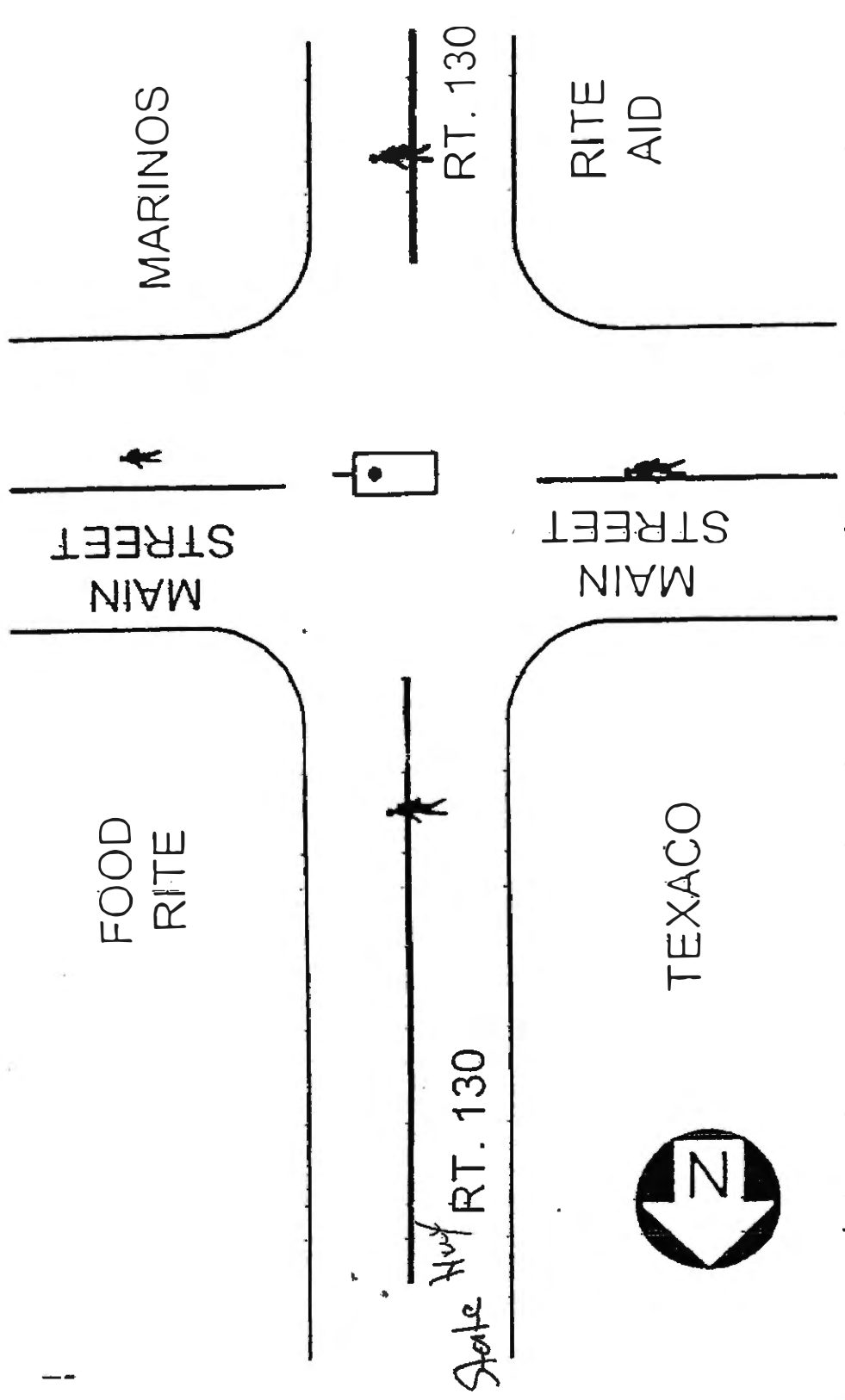
REFERENCE

N.J.S.A.39:4-60

N.J.S.A. 45:17A-20

B.O 2002-7





FOOD
RITE

MAIN
STREET

MARINOS

State Hwy
RT. 130



TEXACO

MAIN
STREET

RITE
AID

RT. 130