

# BETHEL PARKS & RECREATION

1 SCHOOL STREET BETHEL CT 06801  
Phone: 203-794-8531 Fax: 778-7519

## APPLICATION FOR COMMUNITY USE OF PARKS & RECREATION MUNICIPAL CENTER FACILITIES

*To be submitted to Parks & Recreation Director*

Name of Organization: \_\_\_\_\_

Individual Submitting Request: \_\_\_\_\_

Street Address: \_\_\_\_\_

Town: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Purpose of Use: (check one)

Meeting: \_\_\_\_\_ Game: \_\_\_\_\_ Tournament: \_\_\_\_\_ Car Wash: \_\_\_\_\_ Fair: \_\_\_\_\_

CPR Class: \_\_\_\_\_ Practice: \_\_\_\_\_ Special Event: \_\_\_\_\_ Other: \_\_\_\_\_

Event name: \_\_\_\_\_

Is activity open to general public?  
\_\_\_\_\_ yes \_\_\_\_\_ no

Is an admission being charged?  
\_\_\_\_\_ yes \_\_\_\_\_ no

Date Requested: \_\_\_\_\_ Estimated Attendance: \_\_\_\_\_ Time of Event: \_\_\_\_\_

Rental Time: (including set up) \_\_\_\_\_ to (including cleanup): \_\_\_\_\_

Activity Room		Whole Gym		Senior Center Cafe		Front Lawn	
G. P. Room		Front 1/2 Gym		Senior Center Kitchen		Gazebo	
Stage		Back 1/2 Gym		Back Parking Lot		**Car Wash Area	

Utilities Required: Electricity: \_\_\_\_\_ Other: (please specify) \_\_\_\_\_

Equipment Needed: \_\_\_\_\_

**\*\* Policies and Regulations for CAR WASH: You are responsible for your own supplies. Only use Biodegradable soap. All garbage must be removed and the area left in tidy condition.**

### SCHEDULE OF EVENTS MUST BE RECEIVED BEFORE APPROVAL OF APPLICATION

CERTIFICATE OF LIABILITY INSURANCE Required: Yes \_\_\_\_\_ No \_\_\_\_\_

*I /we have read the policies and regulations promulgated by Bethel Parks and Recreation regarding the community use of the Parks and Recreation facilities and, as duly authorized agent for this organization, I/we agree to abide by them.*

\_\_\_\_\_  
*Date of Application*

\_\_\_\_\_  
*Signature of Applicant*

Schedule of Events Received \_\_\_\_\_yes \_\_\_\_\_no

Certificate of Liability Insurance Received \_\_\_\_\_yes \_\_\_\_\_no

Rental Fee: \_\_\_\_\_ Date Received \_\_\_\_\_ Check # \_\_\_\_\_ Cash \_\_\_\_\_

*Facility available on above date* \_\_\_\_\_ yes \_\_\_\_\_ no

*Permission to use equipment* \_\_\_\_\_ yes \_\_\_\_\_ no

*Police required for activity* \_\_\_\_\_ yes \_\_\_\_\_ no

*Space has been reserved* \_\_\_\_\_ yes \_\_\_\_\_ no

Application : APPROVED \_\_\_\_\_ DISAPPROVED \_\_\_\_\_ Fee waived: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Park & Rec. Director*