



GROUP USE APPLICATION FOR CHESTER PARK FACILITIES

Adopted April 3, 2012

[For any group of 10 or more people conducting an event
during non-staffed hours or off-season]

Requires the Approval of the First Selectman

Name of Group or Individual Applying: _____

Phone Number(s): _____

Mailing Address: _____

E-Mail Address _____

Please check the area(s) where you wish to have the group function.

- Pelletier Park and Pavilion at Cedar Lake
- North Quarter Park Picnic Area
- North Quarter Park Ballfield
- Chester Elementary School Ballfield Circle one: A B C

Type of Event: _____

No group or individual may conduct a business or receive compensation for any activity conducted on Town property unless approval has been granted by the Board of Selectmen.

Date(s) Requested (Please attach a schedule if more than one day): _____

Note: The use of Park facilities during non-staffed or off season periods means that Town lifeguards, park supervisors and restrooms may not be available.

Time Period of the Event Requested (Please include set-up and clean-up): _____

Note: All events must be concluded at sunset.

Number of People: _____

Please sign this application and attach a certificate of insurance

(coverage must be at least \$1,000,000.00 in liability insurance)

**naming the Town of Chester as the certificate holder and
the appropriate fee payable to the "Town of Chester".**

Mail to:

**Town of Chester, First Selectman
203 Middlesex Avenue, Chester, CT 06412**

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Applicant: _____

On behalf of the group, the applicant named above does release, acquit, discharge, and hold harmless the Town of Chester, and any of its officers and employees from any actions, claims, damages, costs or expenses growing out of participation in said activity or the use of Town property, due to the negligence of the Town of Chester or its officers or employees. This release and agreement is binding upon me, my heirs, executors, administrators or assigns.

I have read and agree to the rules, regulations, instructions and fee schedule concerning use of Town of Chester properties. I agree to hire and pay for the private duty service of the Chester Police if required to do so. I also agree to reimburse the Town of Chester for any damage done to or loss of Town property resulting from my use of the property. I further agree to pay in advance any required fee or charges to the Town of Chester and name the Town of Chester as an Additional Insured.

The person signing this form is responsible for complying with all the rules and regulations as set forth on both pages of this application.

Signature of Applicant

Date

Please be aware that this application MUST be returned with the schedule of dates requested, fee and certificate of insurance BEFORE authorization will be made and BEFORE the facility may be used. Non-profit organizations may be exempted from payment at the discretion of the Board of Selectmen.

2012-2013 FEE SCHEDULE	
Pelletier Park and Pavilion at Cedar Lake	\$150.00 per day
North Quarter Park Ballfield and Picnic Area	\$ 50.00 per day
Chester Elementary School Ballfield	\$ 50.00 per day per field

Accepted Rejected Date: _____ Exempt: _____
 Cert. of Insurance: _____ Fee Due: \$ _____ Paid: _____
 Chester Police Officer required? _____ (Resident Trooper: 860-526-3605)

This application has been approved subject to receipt of required fee, certificate of insurance and compliance with other requirements.

_____, First Selectman