

## Westborough Recreation Pavilion Request and Permit

Responsible Party Name:	Phone:
Address:	Email:
Facility Name:	Date & Time:
Group Size (approx.)	Fees Per Hour (See Chart Below):
	Deposit: \$100 – refundable after event. \$100

Purpose

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### Available pavilions for rent:

Location	Group size	Cost For Residents	Cost For Non-resident	Permit
Haskell	40 max	\$20/hr or \$70 for 4 hr block	\$25/hr or \$90 for 4 hr block	Yes
Rogers	40 max	\$20/hr or \$70 for 4 hour block.	\$25/ hr or \$90 for 4 hour block	Yes
Lake Chauncy	N/A	N/A	N/A	N/A

Two separate payments are required.

Payment to rent the pavilion may be done online or by check.

The \$100 deposit MUST be paid by check.

### Pavilion Rental Policies

- Pavilions can be reserved any time between the hours of 9am – 5pm, 7 days a week.
- Renting party is responsible for all aspects of the event. This includes but is not limited to, set up, break down, and cleanup of entire area.
- The pavilion is the only area available for exclusive rental. The playground, field, tennis and basketball courts will remain open to the public.

- No alcoholic beverages, drugs, smoking, pets (leashed or unleashed), or golf on any Town Property.
- No first aid or medical supplies are available at any facility. Must be provided by user group. Westboro Fire/ Ambulance, (508) 366-3040 or call 911.
- No clambakes or shellfish allowed at recreation facilities w/o approval, in writing, of the Recreation Department.
- Food vendors, including food trucks must be cleared 2 weeks prior to the event, by the Board of Health (508-366-3045)
- No trash, debris, or water bottles are to be left on site.
- Vandalism/property damage will be dealt with by the Police Department and Town Counsel. You are responsible for your group and any replacement/ repair costs for damage caused by your group's use. Should there be damage and or excessive mess you will forfeit your deposit.
- No motorized vehicles of any kind are allowed on Town property without written approval of Recreation Department.
- No open fires or charcoal grills allowed. Gas grills must be approved, in writing, by Recreation Department and, if necessary, the Fire Department.
- No music unless approved by Recreation Department and, if necessary, the Police Department.
- The Recreation Department reserves the right to revoke or change times and dates on any permit should unforeseen circumstances require it.
- IT IS UP TO THE ORGANIZATION/INDIVIDUAL TO ADHERE TO AND FOLLOW ALL COVID-19 GUIDELINES. THE REC DEPT CAN GUIDE YOU TO THE STATES WEBSITE, BUT THE REC DEPT NOR THE BOARD OF HEALTH WILL NOT BE APPROVING OR CREATING PLANS. You are responsible for reading, interpreting, and implementing all of the state's guidelines and regulations.

RELEASE of LIABILITY (READ BEFORE SIGNING):

As the responsible representative of the sponsoring group, I am requesting the use of said Town facility for the purposes listed above. I agree and fully understand, by signing this waiver, that I must notify the Sponsoring Group, all of its participants and spectators that the Town of Westborough assumes no responsibility and no liability for the actions of or injuries to anyone involved with said group through our requested use of this town facility. That responsibility and liability shall fall directly upon the Sponsoring Group and its representative(s). As well, on behalf of the sponsoring group, I agree to enforce the rules of said facility and make sure our participants/spectators are aware of them as well. Should I be unable to enforce these rules, I agree to immediately call the WESTBORO POLICE DEPARTMENT (508)366-3060 to assist! I, the Sponsoring Group, and all participants further agree to release, hold harmless and indemnify the Town of Westborough, the Recreation Department, their agents and employees from any liability or responsibility associated with our group's requested use of their facility. Any damage/ vandalism done as a result of our use will be our responsibility. We agree to pay any reasonable costs associated with this damage.

By signing below you have are stating that you have read and understand this facility rental permit.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_