



# Chatham Parks & Recreation

Chatham Community Center  
702 Main Street  
Chatham, MA 02633  
Telephone (508) 945-5175  
Fax (508) 945-5159

[www.chathamcommunitycenter.com](http://www.chathamcommunitycenter.com)



## Permission to Use Application

### For: Community Center, Park, Field & Beach Facilities

Each application must be accompanied by full payment for the intended use made payable to the "Town of Chatham". If the request is denied, the original check will be returned. Payment is due on the 1<sup>st</sup> of each month for ongoing monthly rentals. Please note fees may be adjusted according to the extent of the request.

Organization Name: \_\_\_\_\_ Non Profit Status: Yes / No

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Room(s), Park, Field or Beach Requested: \_\_\_\_\_

(Please use back for more detail)

Date(s) Requested: \_\_\_\_\_

Timeframe: Set-up: \_\_\_\_\_ Event Start: \_\_\_\_\_ Event End: \_\_\_\_\_ Clean up finished by: \_\_\_\_\_

Purpose of Request: \_\_\_\_\_

Number of Persons anticipated in attendance (high estimate): \_\_\_\_\_

Will Funds Be Raised or Admission Charged? \_\_\_\_\_

Room Set-Up Request: \_\_\_\_\_

Special Equipment Requested: \_\_\_\_\_

Other: \_\_\_\_\_

The requesting group/ individual assumes all responsibility for those attending and agrees to hold harmless and indemnify the Town of Chatham, the Park and Recreation Department, its employees, and volunteers for any accident or injury that may occur while on Community Center or Town Park, Field or Beach property for the above stated activity. In addition, all damages which occur during said use are the sole responsibility of the requesting group. It is understood that additional building monitors and/or custodial or Police services may be required at additional cost. All building rules & regulations and **Rules and Regulations for Parks and Beaches** apply to the Permission To Use Application. In particular there will be no use of weapons, illegal drugs, controlled substances, alcoholic beverages, glass containers or vehicles on fields. Additionally there will be no exclusive use of the entire area requested unless otherwise noted.

Office Use only:

Date & Time Received: \_\_\_\_\_ Permit #: \_\_\_\_\_ Estimated Fee: \_\_\_\_\_