

TOWN OF TEMPLETON PARK USE PERMIT APPLICATION AND PARK RULES

APPLICATION

- 1) REQUIRE NON-REFUNDABLE \$15 APPLICATION FEE

PARKS GENERAL INFORMATION

- 1) ALL RESERVED AND CASUAL USE OF PARKS MUST ADHERE TO PARK RULES AND REGULATIONS
- 2) PARKS ARE OPEN SUNRISE TO SUNSET (Subject to change for special booked events)
- 5) ALL PRACTICES, TRYOUTS, SCRIMMAGES MUST Be EMAIL to Recreation@Templetonma.gov A MONTH IN ADVANCE, FOR UPDATED CHANGES DUE WEATHER OR OTHER A WEEK IN ADVANCE.

INSURANCE

****FOR APPROVL PROOF OF INSURANCE MUST BE ON FILE WITH PARKS & RECREATION COMMISSION AND COVER THE TIME FRAME REQUESTING.**

Please Note: Parks Facility are not reserved until all permits and fees are received and approved and signed off by the Parks & Recreation Commission.

- 1.) Applicant Must Provide Certificate Liability

SECURITY DEPOSIT

(Please note security deposit fee can be re-evaluated yearly by Commission & subject to change)

- 1) DEPOSIT: All Permits require a refundable security deposit due with the scheduled fee payment CHECKS or MONEY ORDERS Only Accepted made out to the "TOWN OF TEMPLETON".

There is a Fee for any returned checks that come back for Non-Sufficient Funds or Insufficient Funds.

Deposit check will be returned, within 14 business days following the permitted event, **UNLESS;**

Loss of security deposit subject to your non-Trash removal, Not leaving park in condition found and not following park rules. Any damage to the park during your event.

APPLICATION DIRECTIONS:

After reviewing and filling out all pages, submit all documents:

Mailed to the Parks and Recreation Commission, PO BOX 572 Templeton, MA 01468 Or

You may Email application to Recreation@TempletonMA.GOV ATTENTION PARKS DEPT.

PLEASE NOTE: Application Fee MUST Be Mailed or Drop off Blue Box at Templeton Boynton Library.
(MUST Please email Us it's in the Box, Thank you!)

Permit for use of Town of Templeton Parks, all required fees and insurance information shall be submitted 30 days prior to the event. The application will be Reviewed.

- ✓ Submission of Parks Use application
- ✓ \$15 application fee
- ✓ Insurance Certificate
- ✓ Signed Copy of Town of Templeton Park Rules

The application will be Reviewed, and you will receive an email with next steps, the amount of the Security deposit, User and or Other Fees due with paying instructions.

Upon Commission granting the Permit a check for the Use Fee & the Security deposit Must be paid in FULL. The park is not reserved until all permits and fees are received by the Parks & Recreation Commission.

(Please note security deposit & User and Other fees can be re-evaluated yearly by the Commission & subject to change.)

Town of Templeton Park(s) Rules

1. Only areas checked off in the Park Rental agreement are to be used during the scheduled event.
2. Decorations, posters, banners must be removed at the end of your event
3. No alcoholic beverages allowed in parks unless it is an event being held that has a proper one-day Liquor permit through the Select Board.
4. NO Drugs or Fireworks Allowed in the Parks.
5. All trash generated by the event must be disposed of in the proper contain
6. The Templeton Parks & Recreation Commission may deny use of the park to persons who do not provide and enforce appropriate supervision during events
7. The property permit issued is for only the stated period it was issued to the user for.
8. Representatives of the organizations, clubs, or groups or an Individual booking a park must be present at event and be providing appropriate supervision from the organization, club, or group.
9. Equipment and properties brought in for the scheduled event must be removed by the end of the event. The Town of Templeton is not responsible for the loss of any property left on the premises.
10. No motorized vehicles, ATVs, or tractors are allowed on the property fields that are not owned by the Town of Templeton. Please respect all neighbors.

II. Parks are Smoke-free zones.

12 All Dogs/Animals Must be leashed at all times and cleaned up after.

13. Permitted or Non- Permitted, Town Recreation Leagues/ Programs, NRSD Not Allowed to use the Fields:

- When there is standing water on the fields
- When the ground is water-logged and “squishy”
- When the footing is unsure and slippery
- During Any thunderstorm, Lightning event, or heavy/downpour rain

Field Permit holders, non-Permit holders, NRSD Will be held responsible for the repair of any damaged fields on which they played in wet unfavorable condition that was caused damaged to the field.

regardless of if the fields were closed by the Templeton Parks & Recreation Commission or Town of Templeton, Building & Grounds Department. If field damage occurs, the DPW/Building Grounds will determine what and how the fields need to be repaired and the permit holder will be held responsible for paying for all materials and labor needed to fix the damage to the fields. In addition, failure to pay for repairs will result in result in revoking all future permit use by the Commission and loss of the Security Deposit. Non-Permitted do not pay to fix the damage will loss use of property and need to attend a Templeton Parks & Recreation Commission meeting to request re statement of use.

APPLICANT, CLEARLY PRINTED NAME: _____

SIGN _____ DATE _____

TEMPLETON PARKS & RECREATION APPLICATION FOR TOWN OF TEMPLETON PARKS USE

Applicant Representative: _____

Organization, Business, Club, League Name:

Mailing Address:

Contact Phone number: _____ Email: _____

Purpose of Use: _____

Date(s) Requesting for use: _____ Time (From) _____ (To) _____

Number Attending: _____ Ages: (To) _____ (From) _____

Houghton Park Playing Field: _____ **Cottage Lane:** _____

Gilman-Waite:(Check all Applicable) Softball Field 2 ___ Softball Field 3 ___ Softball Field 1 ___

Basketball court ___ Tennis Court / Pickleball ___ Baseball Field _____

Soccer Field _____

Request Park to provided Concessions: _____ (There is a \$50 added FEE)

The applicant is responsible for lining all trash cans in the park during the event and trash MUST be removed from all barrels at the end of day / event. The applicant MAY rent a dumpster at their own expense, and it shall be removed from the property no later than 2 days after the event.

All applicants are required to supply all necessary equipment for scheduled events.

- SOFTBALL FIELD – Applicant is responsible for supplying bases, pitching rubbers, field liners, rakes, softballs, bats, helmets and chalk for lining. The applicant is responsible for grooming softball fields before & between games with own equipment.
- SOCCER FIELD – Applicant is responsible for supplying lining equipment and lining the playing fields, soccer balls, corner flags.
- BASKETBALL COURT – Applicant is responsible for supplying basketballs.
- TENNIS / PICKEL BALL COURT- Applicant is responsible for supplying balls, Rackets, Paddles.

DIRECTIONS: After reviewing and filling out all pages, Submit all documents to the Town of Templeton Parks and Recreation Commission, PO BOX 572 Templeton MA. 01468 ATTENTION PARKS. Upon submission of application / permit for use of Town of Templeton parks facilities, application fee and Insurance shall be submitted one month prior to event. The reviewed application packet will be reviewed by the Templeton Parks & Recreation Commission or designee by the Commission. Pending all requirements are met an email with further instruction to pay the Security Deposit, All user Fees Due. All Deposits and Fees Must be paid in FULL by 7 Days before OR EALIER For the Event to Receive the Permit of Use and FULL APPROVAL OF USE OF PARK(S).

APPLICATION AND PERMIT FOR USE OF TOWN OF TEMPLETON PARKS FACILITIES, TOWN OF TEMPLETON, MA. Pursuant to the ordinance of rules and regulations governing the use of Town Park facilities, the undersigned does hereby apply for the a permit to use the following facilities of said park for times, dates and purposes indicated, and in so doing, does hereby certify that all persons connected with group, club, organization, nonprofit, business authorized to use said parks facility under the applied for permit, will comply with all rules and regulations governing the lands, and shall inspect the facilities to be used under the permit prior to use.

APPLICANT (PRINTED NAME) _____

APPLICANT (SIGN) _____

Official use Total FEES DUE _____ **And Security Deposit:** _____

COMMISSION APPROVAL: _____ **DATE:** _____