Vernon Parks and Recreation Department

120 South Street - Vernon, CT 06066

(860) 870-3520 - parksandrec@vernon-ct.gov

**Facility Rental Application**

TYPE OF EVENT:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Number of People Expected \_\_\_\_\_\_\_\_\_\_\_\_

PLEASE PRINT

Name of Person Renting Facility\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_DOB \_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_/\_\_\_\_\_

(must be 21 or older)

Rental is for: 🞏 Individual/private event 🞏 Organization/community event (certificate of insurance required)

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

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_State \_\_\_\_\_\_\_\_\_\_\_\_\_ Zip Code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

RENTAL DATE : \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_ Set up and Breakdown is included in rental time

START TIME \_\_\_\_\_\_\_\_\_\_ AM or PM END TIME \_\_\_\_\_\_\_\_\_\_\_\_ AM or PM

***Facility Requested***

**375 Hartford Turnpike Newhoca Park Henry Park Valley Falls Park**

🞏 Community Room 🞏 Lodge & Pavilion 🞏 Fox Hill Tower 🞏 Pavilion

🞏 Gymnasium 🞏 Swim Permit 🞏 Picnic Grove 🞏 Swim Permit

🞏 Community Pool 🞏 Pavilion 🞏 Bathrooms

**Other Facility**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 🞏 Horowitz Pool

**Notes (tables/chair setup, other special requests)**: 🞏 Bathrooms

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

By signing this I certify that I have read and understand the Town of Vernon rental policies and procedures and agree to make sure all users from the group are aware of the rules and regulations and abide by them. I understand that someone over the age of 21 must be in charge at the venue for the duration of the event and that as the rental group we are solely responsible for any and all supervision during the event. I acknowledge that I have read and understand the cancellation and refund policies, which include fees for cancellations. It is fully understood and agreed that I and anyone attending my rental event will guarantee to defend, indemnify, and hold harmless the Town of Vernon and the Vernon School Districts, its officers, employees, volunteers, and agents against any and all liabilities, claims, damages, losses, costs, and expenses arising indirectly or directly in connection with, or as a result of this agreement. It is also understood that Renting Organizations will provide and maintain insurance coverage as outlined in the rental policies and procedures.

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Printed Name of Responsible Party Signature Date

Revised May 2018