|  |
| --- |
| **APPLICATlON FOR USE OF TOWN PROPERTY****UNDER THE JURlSDICTION OF CLINTON PARK & RECREATION** |
| **TODAY’S DATE:**       **DATE OF EVENT:**       **START TIME:**       **END TIME:**        |
| **ORGANIZATION:**       |
| **REPRESENTATIVE’S NAME:**       | **TITLE:**       |
| **ADDRESS:**       |
| **HOME:**       | **CELL or WORK:**       | **FAX:**       |
| **EMAIL:** |       |
| **DESCRIBE FUNCTION:** |       **APPROXIMATE ATTENDANCE:**       |
| **BUILDING/FIELD/AREA:**       |
| **PETERS’ RECREATION COMPLEX**145 Glenwood Road, Clinton, CT 06413 |
| **FIELD(S) REQUESTED:**(Check all that apply) | **[ ]  DIBONA (1)** | **[ ]  GIANNOTTI (2)** | **[ ]  LUPONE** (Lighted) |
| **[ ]  SKAU (3)** | **[ ]  HOLDEN (4)** | **[ ]  FOOTBALL** (Lighted) |
| **[ ]  PETERS UPPER** (Soccer) | **[ ]  PETERS LOWER** (Soccer) | **[ ]  FIELD SIX** |
| **AREA(S):**(Check all that apply) | **[ ]  CONCESSION STAND** | **[ ]  BASKETBALL COURT**(Lighted) | **[ ]  TRACK** |
| **[ ]  SKATE PARK** |  |  |
| **ELIOT**Ninety Rod Road, Clinton, CT 06413 |
| **FIELD:** | **[ ]  ELIOT LITTLE LEAGUE FIELD [ ]  ELIOT GYM** |
| **INDIAN RIVER RECREATION COMPLEX**201 Killingworth Turnpike, Clinton, CT 06413 |
| **FIELD(S) REQUESTED:**(Check all that apply) |  **[ ]  SOCCER #1** | **[ ]  SOCCER #3** | **[ ]  BASEBALL** (Lighted) |
| **[ ]  SCAGLIARINI (#2)**(Lighted Turf) | **[ ]  BASKETBALL** (Lighted) | **[ ]  PAVILION** |
| **AREA(S):**(Check all that apply) | **[ ]  SOCCER CONCESSION** | **[ ]  BASEBALL CONCESSION** | **[ ]  PLAYGROUND** |
|  **[ ]  PICKLE BALL COURT A** |  **[ ]  PICKLE BALL COURT B** |  |
| **[ ]  P & R CENTER MEETING ROOM [ ]  KITCHEN FACILITY** **# of Tables:**       **# of Chairs:**       |
| **CLINTON TOWN BEACH**Waterside Lane, Clinton, CT 06413 |
| **AREA(S):**(Check all that apply) |  **[ ]  LARGE PAVILION** | **[ ]  SMALL PAVILION** | **[ ]  GRILLS** |
|  **[ ]  VOLLEYBALL** | **[ ]  BOCCI COURTS** | **[ ]  RESTROOMS** |
| **HESER’S POND**Corner of Airline & Old Nod Road, Clinton, CT 06413 |
| **FACILITY:** | **[ ]  GAZEBO** | **[ ]  Other** |  |
|  |  |  |  |
| **WILL ADMISSION BE CHARGED?** | **[ ]  YES** | **[ ]  NO** | **PRICE:**       |
| **ARE ADDITIONAL PORTABLES (AT YOUR EXPENSE) NEEDED?** | **[ ]  YES** | **[ ]  NO** | **QUANTITY:**       |
| **ARE POLICE (CPD) (AT YOUR EXPENSE) NEEDED?** | **[ ]  YES** | **[ ]  NO** | **QUANTITY:**       |
| **WILL FOOD BE SERVED AND/OR SOLD?** | **[ ]  YES** | **[ ]  NO** |  |
| **WILL MUSIC BE PLAYED?** | **[ ]  YES** | **[ ]  NO** |  |
| **HAS ADDITIONAL INSURANCE BEEN PROVIDED?** The Town of Clinton **must be listed as an Additional Insured**. Please submit a copy to the P&R Office **prior** to your scheduled event. | **[ ]  YES** | **[ ]  NO** |
| **Are you requesting the services of the Dept. of Public Works (at your expense)?** (This would be beyond their normal workday or on the weekend). | **[ ]  YES** | **[ ]  NO** |
| **PERSON RESPONSIBLE FOR SUPERVISION OF FUNCTION:** |       |
| It is understood that the above named organization will be responsible for repair and/or replacement of any damage to building, grounds or equipment. Also, you are responsible for cleaning up after your event. If the facility is not left in a clean and orderly state, you will be charged a clean-up fee. The Town of Clinton is not liable for any damage, loss or injuries. A Bond or Security Deposit may be required.  |
| **REPRESENTATIVE’S SIGNATURE:**       | **DATE:**       |  |
| * Please send completed information/form to: **knichols@clintonct.org** **or mail/drop it off at** **Clinton Parks & Recreation Dept., 201 Killingworth Turnpike, Clinton, CT 06413**
* Please familiarize yourself with the Rules and Regulations governing each of the facilities you have requested. (A copy is attached) These Rules & Regulations are strictly enforced.
* If your request is for multiple dates (more than four (4) dates), representation from your organization is required to be present at a P & R Commission Meeting. (Meetings are usually held on the first Tuesday of each month at the P & R Center: 201 Killingworth Turnpike; Clinton, CT at: 7:00 p.m.
* An actual schedule of games and/or practices, if requesting a field, **must** accompany this form.
* Requests for a Spring activity or athletic event, must be submitted to the P & R Office by February 15th.
* Discussion and decisions on these requests will be made at the March P & R Commission meeting **OR** at a Special Meeting, date to be set by the P & R Commission.
* Requests for a Fall activity or athletic event must be submitted to the P & R Office by July 15th.
* Discussion and decisions on these requests will be made at the August P & R Commission meeting **OR** at a Special Meeting, date to be set by the P & R Commission.
 |