

Harwich Recreation Department

Youth, Park, Beach, & Commission

USE OF FACILITY FORM



DATE _____

LOCATION REQUEST

BEACH or PARK
 BROOKS PARK & GAZEBO
 BROOKS FIELD / COURT
 VETERAN'S MEMORIAL FIELD COMPLEX
 BASEBALL SOFTBALL MULTI

 SR MEMORIAL FIELD
 WHITEHOUSE FIELD
 J McPHEE SOCCER FIELD
 POTTER SOFTBALL FIELD
 NON-PROFIT Y / N

CONTACT PERSON _____ ORGANIZATION _____

MAILING ADDRESS _____ CITY, ST, ZIP _____

EMAIL _____ CELL PHONE _____

PURPOSE OF REQUEST _____ # OF ATTENDEES _____

DATE(S) REQUESTED* _____

*ALL DATES ARE SUBJECT TO AVAILABILITY

HOURS OF USE _____ AREA REQUESTED _____

SPECIAL REQUESTS OR NEEDS

- ❖ *Use of temporary tents larger than 12'x12' require location approval and a separate Town TENT PERMIT*
- ❖ *Use of tent stakes over 8" requires ADDITIONAL PERMISSIONS*
- ❖ *Activities dispensing food to the PUBLIC requires Harwich Board of Health PERMIT*
- ❖ *Approval pending all other required Town permits and approvals*
- ❖ *APPLICATION DEADLINE FOR FIELD USE FOR ANY YEAR IS FEBRUARY 1ST*

USE	FEE	CAP	REFUNDABLE DEPOSIT	PAID
FIELD OR COURT USE - ONE GAME	\$20.00	\$800	\$50.00*	_____
WHITEHOUSE FIELD USE - ONE GAME	\$50.00	\$800	\$50.00*	_____
FIELD/WHF MULTI DAY USE	\$150/FIELD/DAY		\$50.00-\$500*	_____
PARK OR BEACH USE - FULL DAY, WEDDING, FAMILY FUNCTION, OR SPECIAL EVENT	\$150.00		\$50.00-\$500*	_____
USE OF ELECTRICITY - PARKS	\$25/DAY		\$50.00*	_____
FIELD, PARK, BEACH USE - MULTI DAY EVENT	\$150.00/DAY		\$50.00-\$500*	_____
WHF LIGHT USAGE CHARGE/PER USE (BILLABLE IN ¼ HOUR INCREMENTS)	\$65.00/HOUR		\$500.00*	_____
BEACH COOK FIRE	\$ 20.00		\$50.00*	_____

* <100 people \$50 deposit required, >100 people \$100 deposit required, >200 people \$300 deposit required, > 500 people \$500 deposit required. DEPOSITS WILL BE REFUNDED AFTER A SITE INSPECTION HAS BEEN COMPLETED AND/OR APPLIED TO USE OF FACILITY INVOICES WITH ANY UNUSED BALANCE RETURNED.

I HAVE READ THE ATTACHED RULES AND REGULATIONS REGARDING USE OF THIS RECREATION FACILITY AND AGREE THAT I/OUR ORGANIZATION WILL ABIDE BY THEM.

Initials

APPLICANT SIGNATURE: _____ TITLE _____

BY: _____ DATE _____
RECREATION REPRESENTATIVE