

Town of New Shoreham Recreation Department

PO Box 220
Block Island, RI 02807
(401) 466-3223

APPLICATION FOR USE OF RECREATION FACILITY

1. Facility to be used _____ Date _____
2. Name of organization _____ Phone _____
Address of Organization _____
Responsible Person _____ Title _____
3. Date(s) of use _____
4. Time of use From _____ To _____
5. Facility Event _____
6. Proposed Arrangement and Use of Facility

7. # of Individuals Attending Event _____

I have read the conditions on the reverse side of this application and accept the responsibilities imposed.

Signed _____ (Position) (Date)
Address _____

Do Not Write Below This Line

Approved () Denied () Reason _____

Recreation Directors Comments _____

Fee assigned: Rental Fee _____ + Maintenance Fee _____ = Total Fee _____

Conditions Controlling Recreation Facilities

1. The use of Town of New Shoreham (TNS) Recreation Facilities are available to the general public at a first come first serve basis. No activity shall take place at any time that conflicts with, interrupts, or disturbs any scheduled activity by the Recreation Department. Recreation activities override any schedule events.
2. No one will be allowed to use the facility unless the responsible person in charge is on site. The person responsible as designated in the application will be held accountable for actions taken by their organization before or after their scheduled event. The responsible person of the organization will be the first individual to enter the facility and to leave the facility.
3. All activities must be confined to the portion of the facility granted by the Recreation Director. Any use of Recreation equipment on site must be sited under proposed arrangement and use of Facility.
4. Any problems, damage, or injury must be reported within 24 hours of the incident. A report must be provided describing the situation in detail that took place.
5. No alcoholic beverages will be served or consumed on TNS property.
6. Tobacco products are prohibited.
7. Damage to the facility must be reported and paid by the responsible party.
8. Facilities are to be left the way that they are found. If custodial services are needed once the responsible party has left, the Recreation Director has the right to request such services at the expense of the responsible party.
9. Fees are to be paid prior to the use of the facility.
10. The Recreation Director has the right to approve or deny any request. Any request may be appealed to the Recreation Board. The Recreation's Board decision may than be appealed to the Town Manager.
11. The responsible organization understands that if any of these rules or regulations are broken than the organization could lose future use of Recreation Facilities as directed by the Recreation Director.
12. TNS is waived from any and all liability that comes with the event. The third party must name TNS additional insured up to 1million per occurrence. The party hosting the event is responsible for any and all injuries and claims.