NAME OF ORGANIZATION: ________________________________
MAILING ADDRESS: ___________________________________________
DATES REQUESTED: ____________________________ TIME: ________

BEACHES & PARKS
____ Waukewan Highlands
____ Swasey Park
____ Hamlin Recreation Area
____ Leavitt Beach
____ Waukewan Beach
____ Childs Park
____ Circle Drive Park

LOWER PRESCOTT PARK (map on back)
____ Ball Field #1 (Little League, with fence)
____ Ball Field #2 (Little League, without fence)
____ Ball Field #3 (90' bases, next to batting cage)
____ Soccer Field A (Next to basketball court)
____ Soccer Field B (Next to dirt road)
____ Pa Smith Building (Building #1) (Next to Rte. 3)
____ Block Building (Building #2) (Next to Skate Park)
____ Skate Park
____ Ice Skating Rink
____ Basketball Court
____ Batting Cage

UPPER PRESCOTT PARK (map on back)
Parking for Upper Prescott Park is located at ILES & ILHS; fields can be accessed by the North & South Trails.

____ Ball Field #4
____ Soccer Field C (Regulation Size)
____ Soccer field D (Youth Size)

____ Tennis Courts 1 2 3 4 5 6 (Check off applicable courts)
____ Building #3 (Next to tennis courts)

PROGRAM DESCRIPTION:
Number of people expected: __________________ Approximate number of cars to be parked: __________
Will it be open to the public? __________________ Are participants/spectators charged admission? __________

Do you request to place any of the following items on site? ___ sign - size ____________ banner - size ________
booth-size__________ trailer-size__________ tent – size_________ other __________________

*Note: Signs may not be hung for more than 7 days. All requested items listed above must be removed the day after your event unless specified otherwise. We reserve the right to charge for the removal of any of the above-mentioned items that are not removed by the specified date on this permit.

Do you request the use of any of the following? Water electricity restrooms (if available)
other__________ *Note: a fee may be charged for exceptional utility usage.

SCHEDULING PRIORITIES BY TYPE OF ORGANIZATION (PLEASE CHECK ONE):
____ #1 Town of Meredith
____ #2 Meredith Non-Profit
____ #3 Private Meredith Resident
____ #4 Meredith for Profit
____ #5 State of NH/Federal Agency
____ #6 Non-Meredith Non-Profit
____ #7 Private Non-Meredith Resident

ORGANIZATION TYPE

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<th>#1</th>
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<th>#4</th>
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ADDITIONAL COMMENTS FROM APPLICANT:

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_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
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Please provide us with your organization’s certificate of insurance.

ALL TOWN FACILITIES ARE ISSUED BY PERMIT. USER GROUPS MUST HAVE A COPY OF THEIR PERMIT ON HAND DURING SCHEDULED EVENT.

STATEMENT OF LEGAL RELEASE

I/We ______________________ of the __________________________ agree to hold harmless the Town of Meredith, Parks and Recreation Department, commissioners, staff, volunteers, coaches, and instructors for accidents that may result for the entire program/event. The requesting organization assumes any and all responsibility when using the facility for special use and will see that the facility is cleaned and made presentable before leaving the premises and will immediately report any damages.

No vehicle traffic is permitted on the grass areas of park grounds without special request. The Town of Meredith reserves the right to bill your organization for any unforeseen expenses or damages to our property. NO alcoholic beverages are permitted on town property.

I HAVE READ THE ABOVE INFORMATION AND UNDERSTAND IT IN FULL. I UNDERSTAND THAT THE POLICIES ARE STRICTLY ENFORCED.

_________________________________________  __________________  ______________
Signature of Authorized Agent       Telephone #       Date

Special Notes:

FOR OFFICE USE ONLY

REQUEST GRANTED ____  REQUEST DENIED ____  PARKS & RECREATION ADMINISTRATION       DATE
RENTAL CHARGE ____  UTILITIES CHARGE ____
ADDITIONAL INFORMATION REQUIRED ____  RENTAL FEE PAID: _______
BALANCE DUE: _______

PARKS & RECREATION ADMINISTRATION COMMENTS:

_____________________________________________________________________________
_____________________________________________________________________________

Revised 6/26/18

Note: Restrooms are available in Building #2 and Building #3.