

Brunswick Parks & Recreation Department

FACILITY USE REQUEST FORM

Date: _____ **Facility Type:** Indoor Outdoor

Name of Organization: _____

Address: _____

Contact Name: _____

Contact Phone: _____ **Does your organization require dues?** Yes No

Contact Email: _____ **If yes, amount:** _____

Facility Request *Please check all that apply.*

Recreation Center	Bike Path Field	Lishness Park
Full Facility <input type="checkbox"/>	Crimmins Field	Shulman Park
Court #1 <input type="checkbox"/>	Edwards Field	Wildwood Field
Court #2 <input type="checkbox"/>	HBS Field	Other _____

Purpose of Facility Use: _____

Number of People Expected: _____

Dates and Times for Facility Use: _____

Please attach program or game schedule.

While using this facility, I agree to abide by the following regulations:

- *A certificate of insurance naming Town of Brunswick as an additional insured with a minimum \$1 million general liability per occurrence, and \$2 million in general aggregate, must be submitted with this request.*
- *The use of any Parks & Recreation Department equipment or staff assistance must be arranged for in advance.*
- *The organization named above is responsible for all damages or missing property which occur during their use.*
- *There is **no smoking** at any town park or recreation facility, or any other area identified in the town's Code of Ordinances (Article V - Parks and Recreation Areas, Section 14-124).*

Signature of Authorized Organization Representative

INTERNAL USE ONLY

Deputy Director, Parks & Recreation (Troy Smith)

Director, Parks & Recreation (Tom Farrell)

Parks & Facilities Manager (Jay Astle)

Department Comments

Charges: _____