



TOWN PARK SHELTER(S)/FIELD USE AND AUTHORIZATION

Official business of legally constituted Town Governmental units will take precedence over all other uses of Town Buildings and properties.

Persons and Organizations Eligible to Reserve Town Park

- A) Residents of the Town of Wales
- B) Organizations of the Town of Wales
- C) Outside organizations

REGULATIONS FOR RESERVING TOWN PARK SHELTER(S)/FIELD

- 1) All parties wishing to use the Shelter(s)/Field must file with the Town Clerk in writing.
- 2) The party/individual reserving the Shelter(s)/Field is responsible for:
 - a) any damages to the Shelter(s)/Field
 - c) the general condition of Shelter(s)/Field after use [i.e. placement of items to original position/condition, trash, remove personal effects.]
- 3) No glass bottles allowed in the Shelter(s)/Field.
- 4) Trash is to be carried out with you.
- 5) All functions to end and Shelter(s)/Field cleared by 10:00 pm.
- 6) Noise and lights will be reasonable so as not to cause annoyance to neighbors.

I have read the regulations on the reverse side and do hereby agree to abide by them.

NAME OF ORGANIZATION
OR GROUP: _____

ADDRESS OF ORGANIZATION OR GROUP: _____

IS THIS A LOCAL GROUP? YES _____ NO _____ FROM WHERE? _____

NAME AND ADDRESS OF RESPONSIBLE PARTY: _____

TELEPHONE NUMBER: _____ ALTERNATE NO. _____

DATE OF EVENT: _____ TIME OF EVENT: _____

NUMBER ATTENDING: _____

PURPOSE OF MEETING _____

SIGNATURE OF RESPONSIBLE PARTY: _____

DATE RECEIVED: _____

REFER TO TOWN BOARD FOR APPROVAL: YES _____ NO _____

AUTHORIZED BY: _____, TOWN CLERK

