

**APPLICATION TO SELECTMAN'S OFFICE  
USE OF TOWN PROPERTY  
TOWN FIELDS  
TOWN OF WESTBROOK  
Telephone 860-399-3040 Fax 860-399-3015**

ORGANIZATION \_\_\_\_\_

ADDRESS \_\_\_\_\_

FIELD REQUESTED: Ted Lane \_\_\_\_\_ Wren Park \_\_\_\_\_ Town Beach \_\_\_\_\_ Town Green \_\_\_\_\_ Other \_\_\_\_\_

DESCRIBE FUNCHION \_\_\_\_\_

DATE OF START : MONTH \_\_\_\_\_ DAY \_\_\_\_\_ YEAR \_\_\_\_\_ TIME START \_\_\_\_\_ FINISH \_\_\_\_\_

DATE OF END : MONTH \_\_\_\_\_ DAY \_\_\_\_\_ YEAR \_\_\_\_\_

FIELD MUST BE VACANT & CLEAN WITHIN 2 DAYS OF FINSHED DATE OR THE TOWN WILL REMOVE ANY ITEMS AND CLEAN FIELD AT THE ORGANIZATIONS EXPENESE ( No Bon Fires Allowed on Town Property)  
( Per Open Burning Official and Town Ordinance)

TOWN EQUIPMENT REQUESTED (SPECIFY) \_\_\_\_\_

POLICE REQUESTED "YES" \_\_\_\_\_ "NO" \_\_\_\_\_ PORTABLE TOILETS PROVIDED "YES" \_\_\_\_\_ "NO" \_\_\_\_\_

# OF ATTENDANCE: \_\_\_\_\_ ADDMISSION CHARGED "YES" \_\_\_\_\_ "NO" \_\_\_\_\_ IF YES PRICE \$ \_\_\_\_\_

MUSIC PROVIDED: "YES" \_\_\_\_\_ "NO" \_\_\_\_\_ REFRESHMENTS "YES" \_\_\_\_\_ "NO" \_\_\_\_\_

WILL ALCOHOLIC BEVERAGES BE SOLD? "YES" \_\_\_\_\_ "NO" \_\_\_\_\_ FREE "YES" \_\_\_\_\_ "NO" \_\_\_\_\_

STATE LIQUOR PERMIT NUMBER \_\_\_\_\_ ATTACH COPY "YES" \_\_\_\_\_ "NO" \_\_\_\_\_

INSURANCE PROVIDER IF REQUIRED \_\_\_\_\_

PERSON RESPONSIBLE FOR SUPERVISION OF FUNCTION \_\_\_\_\_

STREET & MAILING ADDRESS \_\_\_\_\_

TELEPHONE DAY: \_\_\_\_\_ EVENING \_\_\_\_\_ CELL \_\_\_\_\_

I agree that my Organization named above will be responsible for repair and/or replacement of any damage to buildings grounds or equipment and removal of all trash from the site immediately following the event. Applicants must conform to any and all applicable Federal, State and Municipal regulations. The Town of Westbrook is not liable for any damage, loss or injuries.

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

Fee to be charged if applicable \$ \_\_\_\_\_

Application Approved: YES \_\_\_\_\_ NO \_\_\_\_\_

BY \_\_\_\_\_ DATE \_\_\_\_\_

The Board of Selectman may require any user of Town Property to hire Police. The Board reserves the right to revoke approval of any application when it deems it in the best interest of the Town. NOTE: When the Town Green is being used, participants must park behind Town Hall. If restrooms at Ted Lane Field are to be used, applicant is responsible for opening, closing and condition thereof. Key available at Selectman's Office.