

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

**ORGANIZATION** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**LOT REQUESTED:** Riggio \_\_\_\_\_ Wren Park \_\_\_\_\_ Town Beach \_\_\_\_\_ Town Green \_\_\_\_\_ Other \_\_\_\_\_

**DESCRIBE FUNCTION** \_\_\_\_\_

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

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

**LOT MUST BE VACANT & CLEAN WITHIN 2 DAYS OF FINISHED DATE OR THE TOWN WILL REMOVE ANY ITEMS AND CLEAN LOT AT THE ORGANIZATIONS EXPENSE**

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

**NUMBER OF VEHICLES:** \_\_\_\_\_

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

**PERSON RESPONSIBLE FOR SUPERVISION OF PARKING** \_\_\_\_\_

**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.