



TOWN OF EAST LYME PARKS AND RECREATION DEPARTMENT

McCook Point Park / Niantic Bay Boardwalk

Organization Name
Authorized Representative
Street Address
City, State Zip
Phone
Email

Check if Non-Profit Check if Fundraising Event

Description
of Event or Use

Days, Dates, Times,
Duration. Include dates,
times, and recurrences.

List any vendors such as caterer,
DJ, etc. that you plan to use at the
event (include contact details).

Anticipated Attendance Number of Vehicles

Facility Requested

McCook Pavilion McCook Band Shell McCook Beach Niantic Bay Boardwalk

Questions
Comments
Special Requests



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Requirements

- Please note that all requests of 100 people or more will require Parks and Recreation Commission approval.
- If erecting a tent, a building permit may be required from the Town of East Lyme Building Department. Permit is required for all tents using electrical wiring, heating or cooking facilities.
- Insurance certificates may be required from Organization.
- Insurance certificates are required of any vendor (caterer, DJ, etc) doing business on Town property and fees may be charged. The renter may pay the fee on behalf of the vendor.
- If an insurance certificate is not required, Organization understands that Organization assumes financial responsibility for any damages to facility caused by persons using facility under this permit.

Upon completion of use, security deposit shall be returned in full if there are no damages. If there are damages, the security deposit shall be used to offset the actual cost of repairs. All security deposits, when required, shall be in cash, or by bank or certified check made payable to the "Town of East Lyme". Said conditions, if required, shall be met with a minimum of 10 days prior to the scheduled event.

Requests by Town residents/taxpayers will receive priority for use. Per McCook Deed no Alcoholic Beverages are permitted.

It is understood that by submitting this application, the Organization and their party's use of McCook Point Park and/or the Niantic Bay Boardwalk will be in accordance with the Parks and Recreation Commission's policies and that the Town of East Lyme shall be held harmless from any claims for damages and Organization agrees to indemnify the Town in the event of any claims for damages.

By signing below, I attest that I am authorized to do so on behalf of Organization, and I indicate agreement on behalf of Organization with all of the terms listed above.

Printed name _____

Signature _____

Date _____