



**Town of St. Albans
Public Festivals & Assemblages
Permit Application**

Applicant Name: _____ **Email:** _____

Address: _____ **Phone:** _____

Facility Requested: Bay Park _____ Picnic Shelter _____ Softball Field _____

Stone House _____ Cohen Park _____

Business Name: _____

Items to be sold: _____

Type of Equipment: _____

Requested Dates (list dates): _____

Requested Facility (within park): _____

Times of Operation (include arrival & departure times): _____

Source of Power (if required): _____

Containment of Litter Plan: _____

Number in Group: _____ **Person in Charge, if not applicant:** _____

Copies of Health Certificate, licenses, and proof of insurance attached: _____

Acceptance of Rules and Hold Harmless Clause

I/we understand and agree to obey the rules of the Town, and furthermore, hold the Town of St. Albans harmless from any injury, incident, accident, damage or loss of personal property, as a result of utilizing Town facilities.



Park Rules

For your safety and enjoyment:

- Please check In/Out with the Park Attendant.
- No open fires, glass containers or kegs.
- Public intoxication will not be permitted.
- All trash should be put in the trash receptacles.
- Your surrounding area should be kept presentable.
- Noise shall be kept at a respectable level.
- Loud levels of noise will not be permitted.
- Vehicles should be operated in a proper manner and parked in the designated parking areas.
- It is the responsibility of the owner to pick up after pets.
- Any damage incurred by a pet is also the responsibility of the pet owner.
- Recreation equipment must be returned to the Park Attendant.
- There is no lifeguard on duty. Swim at your own risk.
- Refunds or rain checks will not be given without written authorization from the Town Manager.
- Park hours are 9:00 a.m. to sunset unless otherwise posted.
- All Town ordinances and rules are enforced.

Additional Notes: _____

Signature

Date

Print Name

Phone #

Email Address

Town Use Only

DPW Director Review: _____

Town Manager Approval: _____

If approved, applicant to pay the Town Clerk.

Festival Fee: \$500 - \$2,000 (per ordinance, the Town Manager may waive fee)

Fee Charged: _____

Waived: _____