

**Town of Ogunquit
Application for Use of Ogunquit Parks
Long Form
PO Box 875, Ogunquit, Maine 03907
207-646-5139**

Please print or type

Name & Address of Individual or Civic Group: _____

Date Submitted: _____

Non-Profit Organization [Federal Tax ID _____] Private

Date(s) of event: _____

Purpose of Use: _____

Number of Persons Expected: _____

Time Activity will start: _____ Time Activity will end: _____

	YES	NO	NOT SURE
Are you setting up a canopy? (No spikes/sandbags only)			
Will you be setting up tables/chairs? # of tables: _____ # of chairs: _____			
Are other items or equipment being utilized?			
Will there be refreshments at the event?			
Are you setting up a Sound System? (No amplification allowed)			
Will you require electricity?			
Will the event require reserved parking spaces?			
Will you need Police assistance?			
Will your event require Fire/EMS assistance?			
ELECTRICITY			
All cords in the public way must be covered by rugs, mats or orange cones to avoid public hazard. If weather is inclement, we require that you not use electricity.			
PORTA-RESTROOMS			
Porta-restrooms are required for large events and events where food is being served.			
TRASH			
All groups must abide by our "Carry In/Carry Out" policy. Please bring extra trash bags and/or receptacles and remove all trash. Thank you in advance!			
PARKING ON GRASS AREAS			
Parking on grass areas is prohibited. Any tire ruts/damage to the grass areas will result in a forfeiture of the security deposit.			
NOTIFICATION			
Please keep a copy of this permit on site at all times. <u>Our parks are smoke and alcohol free</u> No Barbeque Grills allowed			
REVOCABLE PERMIT			
The Town of Ogunquit reserves the right to control or cancel events to protect and/or prohibit damage to public property. The Town of Ogunquit reserves the right to revoke or revise an issued permit.			
I HAVE READ AND UNDERSTAND ALL OF THE ABOVE POLICIES:			
SIGNED: _____		DATE: _____	
ASSUMPTION OF RISK & LIABILITY			
Users of the area agree to accept the grounds in an "as is" condition and shall be responsible for all risk and liability in using the park area for the said event. By returning this form (should permission be granted), the above parties agree to indemnify and hold harmless the Town of Ogunquit, its employees and agents, from and against all claims arising out of activities during said event. Any damage to the Park by use of the permit is the sole responsibility of			

the applicant.	
I HAVE READ THE ASSUMPTION OF RISK & LIABILITY AGREEMENT	
SIGNED:	DATE:

TOTAL AMOUNT (S) DUE TO TOWN OF OGUNQUIT (Please make out all security checks separately)		
.Permit Fee		\$200.00
Security Deposit (50%) (to hold date)	(Non-refundable)	\$100.00
Damages Deposit	(Refundable)	\$500.00

Please make checks payable to "Town of Ogunquit"

DATE APPLICATION RECEIVED: _____
 CONTACT PERSON: _____ PHONE # _____
 E-MAIL: _____

<p>Please return the original to Parks & Recreation Director PO Box 875, Ogunquit, Maine 03907 207-646-5139</p>
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