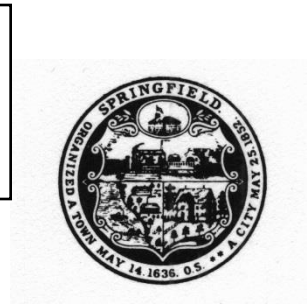




Parks Dept. Use Only

Fee: _____ Receipt #: _____

Notes:



Springfield Department of Parks, Buildings, and Recreation Management

Park Permit- Wedding / Photography / Filming

Personal Information

| | | | |
|--------------------------|--|---------------|--|
| Name Of Organization | | Contact Name: | |
| Email: | | Address: | |
| City: | | State: | |
| Zip Code: | | Phone Number: | |
| Additional Phone Number: | | | |

Event Information

| | | | |
|--|--|--------------------|--|
| Date of Event: | | Rain Date: | |
| Location | | | |
| Number of People Attending: <i>(Maximum of 50 guests allowed)</i> | | Set up Time AM/PM: | |
| Start Time AM/PM: | | End Time AM/PM: | |
| Notes: | | | |

All checks are payable to the City of Springfield

* All fees, including maintenance costs, is required to be due a minimum of 30 days in advance in order to secure your Park Permit. Fees paid after this time period must be made in cash or certified bank check*

Costs – no damage deposit

Parks Dept. Use Only

| | |
|--|---------------|
| Photography Cost: City Resident- \$50.00 Non- City Resident- \$75.00 | Amount: _____ |
| Wedding Ceremony - all natural settings, maximum of 50 guests, no synthetic decorations can be used. Cost: City Resident - \$200.00 Non-City Resident-\$275.00 | Amount: _____ |
| Filming – all-natural settings, maximum of 50 guests, no syntactic decorations can be used. Cost: City Resident- \$100.00 Non- City Resident- \$175.00 | Amount: _____ |

Cancellations MUST be made five business days prior to occasion in order to qualify for refund

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY LICENSES

| | |
|--|-----------------------------------|
| All Parks Open at Dawn | All Parks Close at Dusk |
| No Fires Allowed | Alcoholic Beverages Prohibited |
| All Areas Must Be Left Clean & Orderly | Affixing of Notices is Prohibited |

| | |
|---|------------------------------|
| No Admission May Be Charged | Live Animal Rides Prohibited |
| No Amusement Rides / Bounce Houses / Inflatables Or Mechanical Operations | |

Please complete below

I hereby attest that the preceding information is true. Further, I agree to abide by the Rules and Regulations of the Springfield Board of Park Commissioners as stated on the regulations information sheet. I agree to reimburse the **City of Springfield, Department of Parks, Buildings, and Recreation Management**, for any costs incurred in furnishing this property for our use. (Such costs include but are not limited to: trash pickup; clean up after the event; and/or repair of damages to park property.) The deposit will be refunded, provided none of the aforementioned situations occur.

As the Responsible Party/Authorized Representative of the Applicant for this Permit, I (name) _____ agree to the aforementioned and following conditions for the use of park properties. I/WE _____ hereby agree to and shall at all times, defend, indemnify, and hold the City of Springfield and its officers, agents, and employees, wholly harmless from any and all losses, costs, expenses (including court costs and attorney’s fees and - interest), claims, demands, suits by any person or persons, for property damage, personal injuries, including death, and other liabilities of whatever kind of nature, caused by, resulting from incident to, connected with, or arising directly or indirectly out of acts or omission of anyone using park property pursuant to this Permit. This indemnity shall survive termination of the agreement.

_____ I have received a copy and agree to abide by the Rules and Regulations of the Board of Park Commissioners. Failure to comply with all policies and procedures may result in additional fees.

Signature of Applicant _____ Date: _____

If Damage Deposit Was Retained, Explain: _____

Park Department Authorized Signature: _____ Date: _____

*****Please Note Vehicle Entry into the Park Not Included in Fee*****

Springfield Department of Parks, Buildings and Recreation Management reserves the right to determine staffing requirements for events. For further inquiries, please call [413-787-6435](tel:413-787-6435) or www.springfield-ma.gov/park/