



# CITY OF CENTRAL FALLS PARKS & RECREATION DEPARTMENT PARK/FIELD USE FORM & PERMIT



Name of Organization: \_\_\_\_\_  
 Address of Organization: \_\_\_\_\_  
 Authorized Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_  
 Contact Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_  
 Insurance Company: \_\_\_\_\_ Coverage Amount: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Rain Date: \_\_\_\_\_ Start/End time of Event: \_\_\_\_\_ Expected Attendance: \_\_\_\_\_  
More than 50 requires Police Signature

**LOCATION REQUESTED :**

Higginson Ave Sports Complex <small>(Basketball, Main, Back)</small> <input type="checkbox"/>	Macomber Stadium <input type="checkbox"/>	Coutu Memorial Park <input type="checkbox"/>
Saul Tarlow Field <input type="checkbox"/>	Cowden St. Court <input type="checkbox"/>	Illinois St. Playground <input type="checkbox"/>
Crossman St Playground <input type="checkbox"/>	Garfield St Playground <input type="checkbox"/>	Pierce Park <input type="checkbox"/>
Jenks Park <input type="checkbox"/>	Sacred Heart Ave <input type="checkbox"/>	Chocolate Mill Overlook <input type="checkbox"/>
River Island Campground <input type="checkbox"/>	River Island Park <input type="checkbox"/>	Other _____ <input type="checkbox"/>

**TYPE OF EVENT:**

**SPORTS:** Baseball  Softball  Soccer  Football  Basketball  Other (explain below)

**OTHER:** Ceremony  Festival  Religious Service  Performance  Cookout  Other (explain below)

Description of Event: \_\_\_\_\_

**Additional Information (State Permits may be required):**

Do you need access to electricity (**\$20 fee**) Yes  No  Additional trash receptacles needed? Yes  No

Are you serving food/beverages? Yes  No  Is anything being sold? Yes  No

Will you be using tents (if yes, Fire approval needed) Yes  No  Use of vehicles (if yes, Police approval needed) Yes  No

-----Official Use Only-----

<p style="text-align: center;"><b>Fire Department</b></p> <p><input type="checkbox"/> Approved   <input type="checkbox"/> Not Approved   Attendance limit: _____</p> <p>Comments/Restrictions _____</p> <p>Signature of Official _____</p>	<p style="text-align: center;"><b>Police Department</b></p> <p><input type="checkbox"/> Approved   <input type="checkbox"/> Not Approved   # of detail officers: _____</p> <p>Comments/Restrictions _____</p> <p>Signature of Official _____</p>
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**Director of Parks and Recreation**

Comments/Restrictions: \_\_\_\_\_ Damage Deposit: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Fees:**

<p>General Use Fee: <b>\$30.00</b></p> <p>+ Electricity: \$ _____</p> <p>Deposit: \$ _____</p> <p>Total: _____</p>	<p>Jenks Park: <b>\$30.00</b></p> <p>+ Damage Deposit: <b>\$100.00</b></p> <p>Electricity: \$ _____</p> <p>Total: \$ _____</p>
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Fees Paid on: \_\_\_\_\_ Received by: \_\_\_\_\_

**Council Use Only: Jenks Park**

Council Appearance Date: \_\_\_\_\_ Time: \_\_\_\_\_

City Council Restrictions/Stipulations (Issuance of permit is subject to the following): \_\_\_\_\_

\_\_\_\_\_

Council Determination: \_\_\_\_\_ Date: \_\_\_\_\_ City Clerk Signature/Seal: \_\_\_\_\_

**City of Central Falls  
Regulations for use of Parks/Playgrounds/Public Facilities**

1. These regulations are promulgated pursuant to the Revised Ordinances of the City of Central Falls, As Amended.
2. Hours: Recreational facilities shall be closed from 9:00 pm to 5:00 am. Any person or group wishing to use the facilities during the restricted hours must apply in writing for its use to the Recreation Director, Recreation Board or Mayor and must be granted permission. In the case of Jenks Park permission must be granted by the City Council.
3. Upon receipt of the completed application form and applicable fees, the Director of Recreation may issue a permit. The City reserves the right to revoke any permit for cause.
4. The Recreation Director is hereby authorized to impose a fee for the use of any utility cost in excess of the use fee.
5. No person shall operate any motor vehicle or motorized equipment in city parks, playgrounds, or any other recreational facility without the express consent of the Recreation Director, Mayor or City Council. Public Safety and emergency vehicles are exempt.
6. No person shall post or otherwise affix any bill, notice or other paper upon any structure, or thing including trees, gates or enclosures within any park or recreational facility without the consent of the Director of Recreation. All such bills and notices if allowed to be affixed by the Director shall be removed and properly disposed of at the conclusion of the event. Any notice posted using rope, wire, chain etc. must be fully removed. The Applicant will be held fully responsible for any damage or injury caused by failure to abide by this regulation.
7. No person shall give away or distribute any circulars or handbills in any park or recreational facility for the purposes of promoting a commercial enterprise without the express approval of the City Council or Director of Recreation.
8. No person shall erect any tent, canopy, awning or similar structure in any park playground or recreational facility, except as may be authorized by the Director of Recreation.
9. Unless a permit for alcohol use, sale and consumption is granted by the city council or board of license commissioners, it shall be unlawful for any individual or group of individuals to use, sell or possess alcoholic beverages anywhere within a public park.
10. No person shall take, pluck, injure, destroy, cut, mark or deface any flower, root, plant, shrub, tree, building, fence, monument or any other property in any park, playground or recreational facility.
11. No person shall cast litter in and upon any portion of any park, playground or recreational area in the City of Central Falls.
12. Any person or organization planning, organizing, conducting or otherwise promoting any activity to take place in any park, playground or recreational area or any portion thereof must obtain liability insurance for the event in an amount not less than \$1,000,000 and must name the City of Central Falls as co-insured. This requirement shall be waived when the requested activity is a political or religious exercise of the applicant's First Amendment Rights and strict enforcement of this requirement would effectively prohibit the activity.
13. Additional fees may be charged for those costs which are incurred by the City for damages in excess of the damage deposit including but not limited to personnel costs, and any costs incurred for the replacement or repair of the damaged property.
14. All applicants for a permit with an anticipated attendance of 100 persons or more must obtain security approval from the Central Falls Police Department and the applicant is responsible for all costs incurred as a result of any arrangements made by the applicant for said security with the Police and Fire Departments.
15. Any Violations of these regulations shall be an offense punishable as provided by the Revised Ordinances of the City of Central Falls, as amended.

**(Initial) \_\_\_\_\_ I attest that all the information submitted in my application is true to the best of my knowledge.**

**(Initial) \_\_\_\_\_ I have read and agree to all the rules and restrictions mentioned in this application/permit.**

**General Release & Indemnity Agreement**

The organization as listed on the front of this application for permit, in consideration of the permit granted by the City Council, Mayor, or Director of Recreation, as requested hereby remises, releases and forever discharges the City of Central Falls, its respective employees, agents, officers, attorneys and assigns from all manner of actions, causes of actions, debts, dues, claims and demands both in law and equity, more especially any and all claims as a result of the issuance of this permit and or use of any City Property, including, but not limited to, property damages and personal injuries resulting from the same.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Witness Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_