

**SHELBURNE PARKS & RECREATION
FACILITY USE APPLICATION**



P.O. Box 88 Shelburne, VT 05482
(802) 985-5110 / Fax: (802) 985-9550
www.shelburnevt.org

Name of Group / Organization	
Name of Contact Person	
Mailing Address (street, city, state, zip)	
Email Address	
Phone Number	
Type of event/ rental purpose	
Approx. number of attendees	
Equipment / Amenities request	

Please check the facility desired and fill in the dates and times of use requested (more space on back):

<input checked="" type="checkbox"/>	FACILITY	DATE(S)	START TIME	END TIME
	Activity Room			
	Athletic Field			
	Beach			
	Gymnasium			
	Tennis Court			
	Town Hall			

**Return completed form to Shelburne Parks & Recreation.
Scheduling and facility questions can be directed to: (802) 985-9551.**

For Town Office Meeting Room requests, please contact Shelburne Town Clerk's Office at (802) 985-5116.

I have received a copy of the Town Facilities Policies and Use Fees and will abide by said regulations. The group/ person indicated above assumes full liability and is responsible for any damages to the facility and / or equipment. I understand that no alcohol or illegal drugs are allowed on the premises, and that the facility must be left in a clean and orderly condition. I acknowledge that the facility fee must be paid in full prior to the date of the facility use.

Signature

Date

For Office Use Only

Type of User Group: _____ Fee Rate per hour: \$ _____/hr. Ins. Certificate rec'd: _____

Amt. Paid: _____ Balance Due: _____ Payment Date: _____ Check #: _____

TOWN OF SHELBURNE FACILITY USE APPLICATION



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Group/ Organization: _____

Additional facility requests:

FACILITY	DATE(S)	START TIME	END TIME