

APPLICATION AND PERMIT FOR USE OF LOWER VILLAGE 60FT BASEBALL FIELD Town of Gorham, Maine

Date of Application: _____

1. Organization Name and Address:

2. Authorized Representative and
Contact Person:

Name

e-mail address

Address

Telephone Number

Cell Number

List Board of Directors/Volunteers of the Organization

Name	Name of Organization	Position held within the Organization
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_____ Name	_____ Name of Organization	_____ Position held within the Organization
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**3. Identify the dates and times you are requesting use of the facility(s).
(attach schedule and indicate use: athletic contest, practices, etc)**

4. Describe the activity or structure applied for.

(Attach a map indicating location of field activities, structures, spectator seating, spectator and participant entrances, parking accommodations)

5. Please describe your: A) emergency management plan B) trash removal C) restroom facilities D) field maintenance plan

6. If this is a structure, is the structure intended to be:

A. Permanent (stay in place for more than the regular season) (dumpster, porta potty, batting cage, goals, etc.)

Describe: _____

B. Temporary (structure must be removed at end of regular season)

Describe: _____

Note: No permanent activities or structures are allowed except major Town of Gorham facilities, such as schools, libraries, recreation department, public works or public safety facilities.

7. When will the activity begin?

When will the temporary structure be added? (Storage Pod, batting cage, goals, etc.)

8. When will the temporary activity cease or structure be removed?

9. All organizations must provide evidence of liability insurance and have the Town of Gorham listed as additionally insured. Is evidence of liability insurance provided? (see attached requirement definition)

yes _____ no _____

Has the Town of Gorham been named as additionally insured? Yes___ No___

(attach policy confirmation to application)

10. Please outline your organizations plan for spectator parking, participant parking, staff and volunteer parking during events, practices, maintenance periods, etc:

It is to be understood by applicant that there will be

NO PARKING OR DRIVING ON THE GRASS OR FIELD
AT ANY FIELD, AT ANY TIME.

POLICE TAKE NOTICE

Gorham Recreation Department reserves the right to close any field facility without prior notice to the applicant due to poor field conditions, vandalism, natural disasters, excessive rain or snow conditions. Every effort will be made to make up the time lost due to field facility closure as soon as possible.

All organizations are required to comply with all Federal, State or Local laws and to comply with the Guidelines for Use of Town of Gorham Fields. Failure to comply will result in the revocation of this permit.

A majority of the Organizations Board of Directors must sign Field Application.

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(For office use only)

Has the Applicant:

1. Demonstrated to the Town of Gorham that you are a legally recognized organization that has National and State affiliation as well as Incorporation.
2. Provided the Town of Gorham with your certificate of insurance that lists the Town of Gorham as additionally insured at each location for dates requested and includes coverage for use of snack shacks if the applicant is requesting use of snack shacks.
3. Complete the attached blank application for use of Town of Gorham field spaces you may require. Your application for field space will be given equal consideration with all the other organizations requesting space.
5. Please understand that no tournaments may be hosted by your group and held on Town of Gorham property without prior request and approval from the Town of Gorham.

This application has been: Approved _____

Denied _____

All buildings or structures must be completely removed at the end of the permitted activity, date specific as detailed above.

Comments: _____

Date

Signature Gorham Recreation Department Director

**Note: 1 copy to applicant
1 copy retained on file.
March 2015**

