

FIELD/OUTDOOR FACILITY PERMIT



Westwood Recreation
 240 Nahatan Street
 Westwood, MA 02090
 P: 781-355-8097 F: 781-320-0376
kfrancis@townhall.westwood.ma.us

_____ Date _____

Field/Facility is reserved when Westwood Recreation has received permit, insurance, payment and user has received a copy of the approved permit.

Contact Person: _____ Phone: _____

Organization: _____ Email: _____

Purpose: _____ Address: _____

of Participants _____ # of Teams _____ Other _____

Field/Facility	Start Date	End Date	Please enter the time under the day(s) requested						
			Sun	Mon	Tue	Wed	Thu	Fri	Sat
Conflicts									

It is expressly understood and agreed that the regulations of the Recreation Department are to be strictly complied with, and that the undersigned assumes full responsibility for any damage to, or loss of any property in consequence of such use of the facilities. By signing below, you are agreeing that you have received and read a copy of the rules and regulations under the "Fields/Outdoor Facility Policy" governing the use of the field/facility in the Town of Westwood and that you agree to abide by such rules. It is also understood that failure to use the permit for time and date granted without informing the Recreation Department at least 24 hours in advance (except in cases of inclement weather) could result in loss of future permits. Furthermore, your signature indicates that all of your staff, coaches, volunteers, and contractors have been CORI checked.

Applicant Signature _____ Date _____

OFFICE: Approved _____ By _____ Approved Permit Emailed _____

	Date	Initial	Comments/Other
Entered on Master Calendar			
Insurance Certificate			
Rental Invoice/Payment			Date Paid: _____
Lights			
Portable Toilets			
Other			

Insurance certificate required prior to permit being issued. Individual/personal reservations not subject to insurance provisions.