

NEW ORGANIZATIONS
REQUEST FOR FACILITY ALLOCATION
EFFECTIVE JANUARY 1, 2006
REVISED OCTOBER 2014

Please answer and provide the below information.

New organizations requesting facility allocations must comply with the following conditions:

1. Must notify Newtown Parks and Recreation of intent to seek allocation at least nine months before allocation is required.
2. Must provide evidence of insurance.
3. Must document open try-out procedure.
4. Must demonstrate that allocation is for unique purpose not served by existing recreational organization serving Newtown.
5. *Must detail team composition to include number of teams, travel and in-house, roster size, minimum percentage of Newtown residents and age/gender restrictions.*
6. Must meet residency requirement of at least 80% Newtown residents per team.
7. Must demonstrate an affiliation with state, regional or national organization.
8. Must provide evidence of organizational structure; i.e., President, Board of Directors, etc.
9. Must sign Facility Use Agreement
10. Must agree to comply with Parks and Recreation surcharge regulations.
11. Must provide game schedule at least three weeks prior to start of season.
12. Must be approved by the Newtown Parks and Recreation Commission.

All inquires regarding allocations should be directed to the Parks and Recreation Director at (203) 270-4340.