



TERMS AND CONDITIONS OF USE FOR FACILITY RENTAL

Please keep this page for your reference

1) Reservations are made ONLY once completed paperwork and full rental fee & deposit are submitted.

A refundable \$50.00 deposit and full rental fee is due at time of signing contract for all facilities.

2) Paperwork must be completed and submitted no less than two weeks in advance of planned activity.

3) Insurance is required and is non-refundable and not transferrable to another date. (i.e.: Rain Date) Insurance payments should be made payable to "Newtown Parks and Recreation" and must be received by Newtown Parks & Recreation two weeks before the scheduled event (separate form)

4) The fees detailed here cover Facility rental only. Field usage entails a separate fee (for information and to reserve fields, please call Parks Department at 203-270-4378, 8:30am-2:30pm).

5) Lessee/Patron is responsible for cleaning up the facility.

If garbage is filled more than half-way, please tie up bags and dispose of them in the dumpster.

Dumpster Locations

Dickinson Pavilion: Dumpster is located behind the restrooms. No garbage should be placed in the smaller dumpster as it is for recycling only.

Treadwell Pavilion: Dumpster is located behind the softball field (left field).

Pavilions must be cleaned up.

6) Treadwell Pool Use for Treadwell Pavilion Rentals: Lessees have the option to use the pool. Passes must be purchased before event. Fees paid for the pool passes are non-refundable.

Pool Pass Fee: \$10 per person for Residents | \$20 per person for Non-Residents/Non-Newtown Business

If using the pool, children under age 13 must be accompanied by a guardian (ratio of 1 guardian per 5 children).

7) Patrons must exit the park prior to 10:00pm as the gates will be locked at that time.

8) The deposit fee of \$50.00 will be returned if the Facility and surrounding grounds are left in good condition. All groups using this facility are responsible for any damages incurred as a result of such use.

9) If food will be sold, you will need to contact the Health Department at 203-270-4291 for a permit or you can go online to www.newtown-ct.gov and complete a Temporary Event Application.

10) YOU WILL BE REQUIRED TO HIRE A POLICE OFFICER FOR YOUR PARTY IF YOU HAVE 100 PEOPLE OR MORE IN ATTENDANCE. A police officer may also be required if you are having a special event, this will be at the discretion of the Director of Parks and Recreation. The officer's fee will be at your expense. To schedule an officer for your event, you must contact JOBS 4 BLUE at 877-425-8330.

11) FACILITY CANCELATION POLICY: Two week's notice prior to your rental date must be given for rental cancellations. Reservations canceled after the two week period will result in the loss of your \$50.00 deposit.

12) THERE IS NO VEHICLE ACCESS TO PAVILIONS FOR RENTALS. Vehicles are permitted in paved parking lots only.