



Natick Recreation and Parks Department

"Create Community through People, Parks and Programs"

Common Use Application

Please Print

Organization Town of Natick opioid Task Force Contact Person Katie Sugarman
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 BUSINESS Tel # (508) 647-6623 CELL Phone (617) 877-1014
 Activity Natick Opioid Task Force Community Awareness Event & Art Project
 Date May 19, 2018 Time Set-up: 11:00 AM - Breakdown: 4:00 PM
Event: 12:30 PM - 2:30 PM
 Start End

Will income be derived? Yes ☐ No ☒ Is affair open to public? Yes ☒ No ☐ Est. attendance 200
 Is Electricity Needed? Yes ☒ No ☐
 Additional Barrels? Yes ☒ No ☐
 Additional Needs? Yes ☒ No ☐

Please list all additional needs Electricity at gazebo for microphone/PA system, possibly water for art project clean-up. Event partners will bring tables and tents (weighted per Rec. & Parks guidelines) for educational information, resources and art project.

OFFICE USE ONLY

Deposit Received \$ _____ Fee Received \$ _____



Cash



Check # _____



Visa/MC/Discover

Exp. Date ____/____/____

CVC # _____

By _____

Date Received: ____/____/____

Utilities Needed

Water ☐

Electricity ☐

Layouts for Event Received

Yes ☐

No ☐

Indemnification Agreement

Yes ☐

No ☐

Insurance Policy Received

Yes ☐

No ☐

Permits Obtained:

Selectmen

Yes ☐

No ☐

Health Department

Yes ☐

No ☐

Parking

Yes ☐

No ☐

Number Needed _____

Meeting w/Sponsor _____

Time _____

Employee Assigned _____

Telephone # (____) _____

Condition Following Event _____

Deposit Returned

Yes ☐

No ☐

Date Returned ____/____/____

Additional Fees \$ _____

For _____

(Common Use Policy Revised 07/16)

Policies Governing the Use of the Common

Page Two

4. PROHIBITED ITEMS:

Alcohol, Tobacco, and Controlled Substances: are prohibited for use or sale at any time.

Vehicles (motorized and non-motorized): are not allowed on the Common. Roller blades, bicycles, skateboards are prohibited during organized scheduled events.

Weapons: Knives, billy clubs, fireworks of any kind (caps, snaps, etc.), or like recognized weapons of a dangerous nature are **NOT TO BE SOLD**, traded or exchanged on the Common during a sponsored event.

Dogs/Animals: are not allowed on Common **unless on a leash**. Owners are required to pick up after animals per the Town By-laws. It is requested that there are no pets at larger events.

5. TABLES, TOILET FACILITIES, ETC.

Booths, Displays or Tables: will be located only on one side of designated Common Interior Crosswalks away from all plantings and other structures at this site. Maximum amount of tables allowed is **100**, 9' index 10' deep] spaces with front legs of any table to be **ON the Common Crosswalk**. The location of tables in a pattern other than front legs on the sidewalks is permissible with permission from the Recreation and Parks Department. Please note that **NO ITEMS** may be hung from Common trees or plantings.

Public Toilet Facility: Portable toilet facilities must be provided by the user for large events as determined by the Recreation & Parks Department. One such facility must be handicapped accessible. The location of these facilities will be next to the Natick Common Bus Stop on E. Central St. A permit is required by the Board of Health for all portable toilet facilities.

6. FEES:

Fees include park employee coverage:

User Fees Are:

Natick Town Agency/Committee Uses	\$125.00
Natick Resident/Non-Profit Groups & Organizations (non-business type ventures)	\$125.00
Natick Resident/Non-Profit Groups & Organizations (business type ventures)	\$200.00
Profit Groups/Organizations/Businesses	\$300.00

Deposit/Fine: A Deposit of \$200.00 will be required for all uses of the Common. This deposit is refundable in full if the Common is left clean and in good condition and no violations of the policies have occurred. If additional cleaning or repair of damage is needed these costs will be deducted from the deposit. For damage repair the user is responsible for the actual cost; for additional clean up users will be charged at \$40/person/hour.

Note: Additional cost beyond those noted above will be the responsibility of the sponsor (i.e., Police Department fees, Board of Health Fees, Building Department Fees, Additional Support Fees, etc.)

7. MEETING FOR FINAL REVIEW:

One Week in Advance: of the event a meeting will be scheduled by the sponsor for the purpose of reviewing and making final arrangements for the event.

User's Guarantee of Policy Enforcement

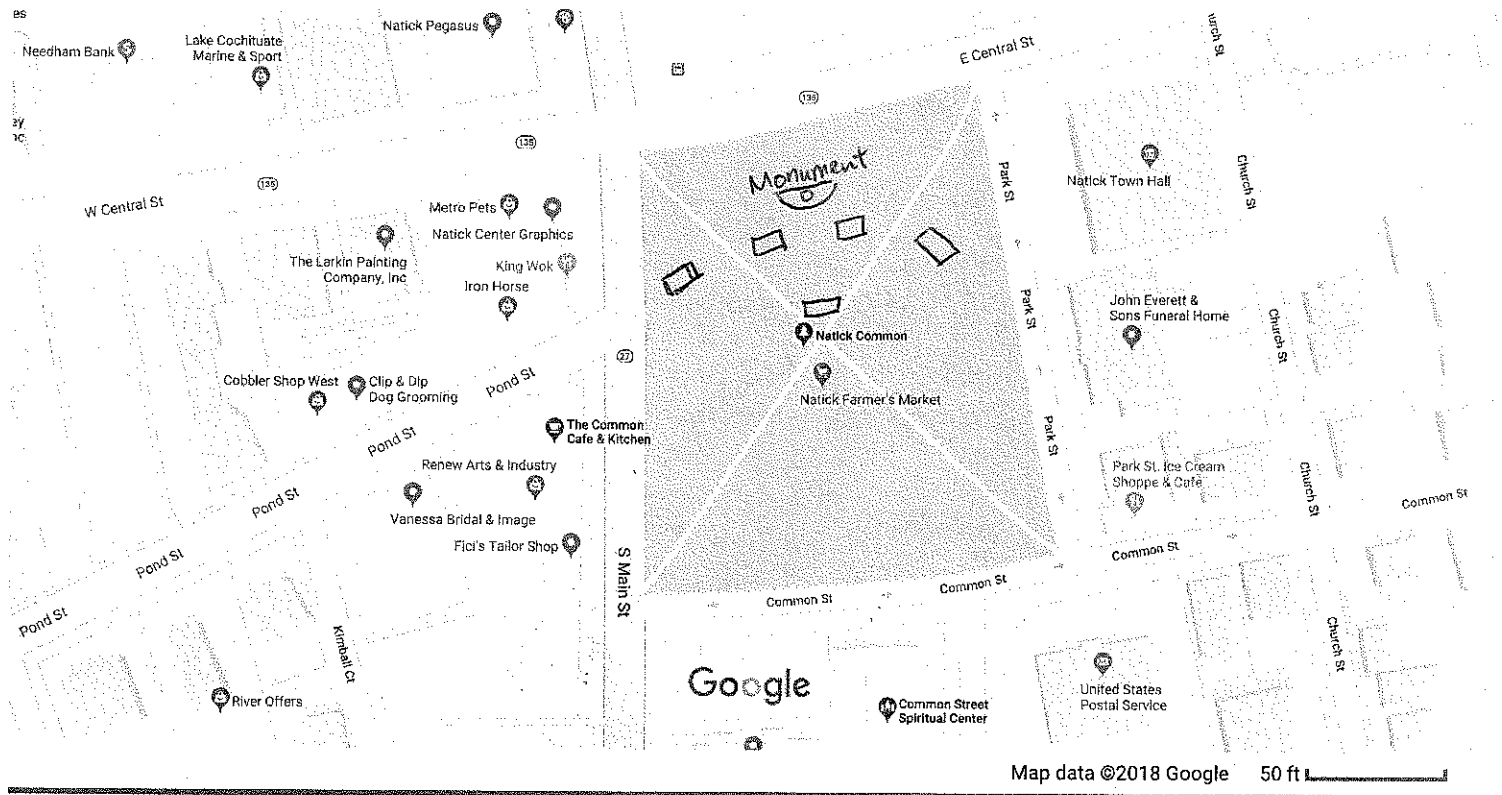
I have read the Policies Governing use of the Natick Common, and I agree to abide by said policies for the event that I and/or my organization is sponsoring on the Natick Common. My signature also guarantees that I assume the responsibility for any or all violations of Common Policies that occur on the day of our event.

SIGNATURE: _____

TITLE: _____

DATE: _____

Google Maps natick center common



□ = Tables with tents to create "stations" for different topic areas. The numbers of tables and tents are still being determined.