

Permit for Group Use of Public Parks

Town of West Hartford



- Groups less than 20 people do not need a permit.
- A Park Permit is required for all groups with a minimum of 20 people to a maximum of 75 people.
- Groups larger than 75 people cannot use the park.
- West Hartford parks are considered neighborhood parks with limited parking, therefore, permits are not issued during the summer season - late June until late August.
- Permit does not include fees required for access to facilities in the park.

Name of Organization/Individual: _____

Contact Person: _____ Business Phone: _____ Home Phone: _____

Mailing Address: _____ Town: _____ Zip: _____

E-Mail Address: **(PRINT CLEARLY)** _____

Park Requested: _____

Date Requested: _____ Beginning Time: _____ Ending Time: _____

Nature of Activity: _____

- Portable restrooms are available Memorial Day through late June and late August through Columbus Day.
- Park restrooms are open daily during outdoor pool season.

Number - (Maximum = 75 total people) Residents ____ Non-Residents ____ Adults ____ Children ____ **Total:** ____

Are fees being assessed to participants of your programs? ____ Yes ____ No

If yes, explain: _____

I have read and understand the Park Permit Policies and agree to abide by the rules and regulations contained in these policies.

Signature: _____ Date: _____

For Office Use Only

- Resident Group \$30.00 Per Use \$ _____
 - # of Non-residents ____ x \$4.00 \$ _____
 - Supervision \$ _____
 - Maintenance \$ _____
- TOTAL COST** \$ _____

Insurance Required: ____ Yes ____ No Request ____ Approved ____ Denied Reason: _____

Manager Approval: _____ **Date:** _____

SEND COMPLETED FORM TO:
 Town of West Hartford
 Department of Human & Leisure Services
 50 South Main Street
 West Hartford, Connecticut 06107
 FAX: 860-561-7519