

To All Bandstand and Park Applicants:

We are very pleased that you are interested in utilizing the 250<sup>th</sup> Anniversary Community Park and Bandstand. In an effort to facilitate all aspects of this property, we request that you complete the attached forms.

To check or confirm dates of availability, please call Marilyn Foley, Chairperson at 508-829-2951.

Please read all of the attached pages carefully, sign the forms and submit the necessary fees as follows:

1. Application and license fee for the Town of Holden. The fee is \$10 for a one day public entertainment license.
2. Security Payable of \$50 made out to 250<sup>th</sup> Permanent Gift Committee (separate from check in #3). This check will be returned after the event if the area is returned to same condition or better than prior to use.
3. Electricity and/or user fee, check payable to Town of Holden for \$20.

If you have any questions regarding the use of the bandstand or park, please call Marilyn Foley.

Applications should be mailed to Town Manager's Office, 1204 Main Street, Holden, MA 01520.

Thank you and we are looking forward to your participation.

250<sup>th</sup> Permanent Gift Committee

The Bandstand and Park are for the use of the citizens of Holden; however, certain rules, regulations and licenses apply whenever events are to be held at the bandstand and/or park to protect the rights of everyone.

## **RULES AND REGULATIONS FOR BANDSTAND AND PARK**

1. A license application and reservation for use of the bandstand and/or park should be made at the Office of the Town Clerk, 1196 Main Street, Holden, MA. Application and reservation need to be made at least thirty days prior to the event.
2. Licensee shall be 18 years of age or older
3. Alcoholic beverages are prohibited on town property.
4. A sign permit is required for a sign on the lawn. Signs are not allowed on the bandstand, benches, poles, trash receptacles, etc. Decorations or other items should not be stapled, nailed or taped to the bandstand, landscaping, benches, poles, etc.
5. Sound restrictions are as follows:
  - 75 decibels on the "A" scale between noon and 7 p.m.
  - 60 decibels on the "A" scale between 7 p.m. and 10 p.m. and between 9 a.m. and noon.
  - Outside entertainment shall not be held between 10 p.m. and 9 a.m. on Fridays and Saturdays and not between 8 p.m. and 9 a.m. on Sundays through Thursdays.
6. You are responsible for providing and setting up of chairs and tables
7. You are responsible for clean up after the event.
8. A Common Victualer permit is required if food is to be sold.
9. The costs and arrangements for parking and crowd control, i.e. police, if deemed necessary, are the responsibility of the users.
10. The cost and arrangements for sanitation facilities, if deemed necessary, are the responsibility of the users.

## **FEE SCHEDULE**

1. Security Deposit of \$50 (refundable).
2. Minimum fee of \$20 for electricity and/or usage fee.
3. License fees are \$10
4. For non-Holden organizations or non-Holden businesses or residents using the bandstand and/or park there will be a \$200 use fee.

250<sup>th</sup> Memorial Community Park and Bandstand

**RESERVATION FORM**

Date of Application \_\_\_\_\_

Date Requested \_\_\_\_\_

Group or person(s) using bandstand or park \_\_\_\_\_

Private Event \_\_\_\_\_

Open to Public \_\_\_\_\_

Reason for use \_\_\_\_\_

Hours of use (include setup and breakdown time) \_\_\_\_\_

Exact time of the event \_\_\_\_\_

Responsible Person \_\_\_\_\_ Tel: \_\_\_\_\_

(Must be 18 years of age)

Address: \_\_\_\_\_

Street

Town

State

Zip Code

Do you need electricity? \_\_\_\_\_ Sound? \_\_\_\_\_

No decorations or other items are to be stapled, nailed, or taped to the bandstand, landscaping, benches, poles, etc. You are to leave the park and bandstand in the same condition or better than prior to your use. All crowd and traffic control will be the responsibility of the users. The appropriate town permits are the responsibilities of the users.

Please Mail this form and your check to:

Town Manager's Office  
1204 Main Street  
Holden, MA 01520

Security \$ \_\_\_\_\_  
Electricity \$ \_\_\_\_\_  
User Fee \$ \_\_\_\_\_

I agree to the Rules and Regulations and accept responsibility for the group/person(s) using the bandstand and/or park.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Approved

Not Approved

Initials \_\_\_\_\_