

TOWN OF ACTON RECREATION DEPARTMENT

Mailing Address: 472 Main Street Acton, Massachusetts, 01720

Recreation Department Location:

50 Audubon Drive Acton, Massachusetts, 01720 Telephone: (978) 929-6640 Fax: (978) 929-6333

E-mail: recreation@actonma.gov Website: www.actonrec.com

2022 APPLICATION FOR USE OF RECREATION FACILITIES

Complete Sections I & II only, signature required on page 2. File application with the Acton Recreation Department at least TWO WEEKS prior to the date desired. Adult and Youth Organizations must provide a current Certificate of Liability Insurance and sign the Acton Recreation Field Use Permit and Weather Policy (available online or at the Rec. Dept.) for a Field Permit to be granted. Incomplete applications will be returned. Please allow up to two weeks for your application to be processed. Upon approval of application, you will be contacted via email first, payment is due to secure your facilities rental and permit will be issued.

SECTION I	Application Date: E-mail Address:	
	Name of Organization:	
	Contact Person:	Phone: Home ()
	Address:	Cell: ()
	Town/City:	State: Zip Code:
	Organization: Acton Non-Resident	Number of Participants:
	Describe Activity:	
SECTION II	DATE REQUESTED: We do not offer rain dates; you must request ar be performed within the specified start and end times requested.	n additional permit for requested alternate date. Setup and cleanup must
	1st Choice Time Requested: Start Time:	End Time:
	2 nd Choice Time Requested: Start Time: FACILITY/ FIELD REQU	End Time: JESTED: (PLEASE CHECK)
	NARA Park (25 Ledge Rock Way):	School Street Fields (343-347 School Street):
	Amphitheater	Cricket Field, 1 or 2 (Please Circle)
	Walking Trail (1 mile)	Multi-Use Field
	Full Pavilion (20 picnic tables)	Veterans Fields (655 Main Street):
	Wing #1 (Closest to playground) Add Dancefloor	Little League Fields, 1 or 2 (Please Circle)
	Wing #2 (Closest to pond) Add Dancefloor	Great Hill (54 School Street):
	Bathhouse Pavilion (8 picnic tables)	Small Soccer Field, 1 or 2 (Please Circle)
	Patio Tent (4 picnic tables)	Hart Field (80 Taylor Road):
	Picnic Pod (2 picnic tables)	Little League Field
	Picnic Tent on Fields (4 picnic tables)	MacPherson Field (80 Taylor Road):
	Group Swim Passes (min. 10), # needed:	Little League Field
	Soccer/Lacrosse Fields, # fields:	Jones Field (54 Martin Street):
	Miracle Field	Multi-Use Field
	Softball Field	Robbins Mill Recreation Area (61 Canterbury Hill Road):
	Volleyball Court, 1 or 2 (Please Circle)	Small Multi-Use Field
	Elm Street Fields (21 Elm Street):	Basketball Court
	Picnic Shelter	
	Soccer Field	Picnic Shelter
	Softball Field	Other:
	Tennis Court, 1 or 2 (Please Circle)	Morrison Farm Goward Field
	Concord Road (104 Concord Road):	Skate Park
	Soccer Field	Other (please list)

	Will Food/Beverages be Served?	If Vos. ha specific
	-	If yes, has a permit been obtained by the Board of Selectmen?
	Effective Jan. 1, 2020, group swim pas	Swim Passes? No Yes Approx. quantity if known (min. 10): ses must be purchased no less than three (3) business days in advance of your permit date at the urchased by this date, regular daily beach rate will apply.
	application is filed with the Board of Sel Picnic table availability is noted for e	quor license is obtained through the Town Manager's Office (978-929-6611)—please note this lectmen and is needed no less than one month prior to your event. each area. Additional tables are not provided by the Town of Acton. propane grill. NARA Park bathrooms are open during normal beach operation hours. Portable is and upper parking lot.
		ncel a facility/field reservation, you get a 50% refund; if less than 30 days notice, no refund winot refundable. Refunds are not issued due to weather related conditions.
	utilization of the premises. The Town of	will hold the Town of Acton and all its agents harmless from any problem resulting from the leasing of Acton reserves the right to cancel any permission, whenever, in its discretion, such cancellation ect to change. Picnic tables available are noted on form, additional tables needed are the
	(Representative's Signature)	(Date)
TION III	REQUIRED SERVICES ASSIGNED:	
Office Only		al use of propane tanks need permit. (Over 50 gallons)
		Acton Fire Dept. 978-929-7722
	Swimming—all grou may be pur Portable Toilets Red Dumpster Required	
	Bldg. Rental \$ Electrical Fee \$	Field Rental \$ Swimming Fee \$ Security Deposit (required) \$
	PERMIT FOR USE OF RECREATION	FACILITIES:
	() THIS APPLICATION IS APPROV	/ED FOR USE OF FACILITIES AS SCHEDULED.
	() THIS APPLICATION IS DENIED	FOR THE FOLLOWING REASONS:
	Permit Issued By:Recreation Depa	urtment Signature Date
	Recreation Depa Special Instructions: Please bag	and bring all trash to the dumpster by the volleyball courts at the end of your even
	Recreation Depa Special Instructions: Please bag	rtment Signature Date and bring all trash to the dumpster by the volleyball courts at the end of your even ne indicated on the permit includes set-up and clean-up.
	Recreation Depa Special Instructions: Please bag Tim COPY TO: Grounds (NR Crew)	and bring all trash to the dumpster by the volleyball courts at the end of your even ne indicated on the permit includes set-up and clean-up. Police
	Recreation Depa Special Instructions: Please bag Time COPY TO:	and bring all trash to the dumpster by the volleyball courts at the end of your even
	Recreation Depa Special Instructions: Please bag Tim COPY TO: Grounds (NR Crew) Health Department	and bring all trash to the dumpster by the volleyball courts at the end of your even ne indicated on the permit includes set-up and clean-up. Police Fire Finance
	Recreation Depa Special Instructions: Please bag Tim COPY TO: Grounds (NR Crew) Health Department Authorized Rep. Office use only: Application Application Approved / De Applicant Contacted on:	and bring all trash to the dumpster by the volleyball courts at the end of your even ne indicated on the permit includes set-up and clean-up. Police Fire Finance