



TOWN OF NORTHFIELD

21 Summer Street, Northfield, New Hampshire 03276
Tel. 603-286-7039 Fax 603-286-3328
www.northfieldnh.org



APPLICATION FORM FOR USE OF TOWN PROPERTY

LOCATION: Please circle the facility you are requesting to use.

Town Hall – Downstairs
Arch Park (8:00 am – 10 pm)
Surrette Park
Granite St Park

The Pines: Park
T & N Rotary Arena
Little League Field

Other: _____
(Specify)

Date of Planned Use: _____ **Approximate Time:** From _____ To _____

Describe the Activity: _____

Pines Park Restriction – Due to underground irrigation system, staking into the ground is prohibited. **Initial** _____

Will Alcohol be consumed at this event? Yes _____ No _____

If checked yes-this may require Police Special Detail at your cost, you will need to contact the Northfield Police Department for to confirm and set up.

Contact Person: _____

Street Address: _____

Town, State & Zip: _____

Telephone: _____ **Days:** _____ **Evenings:** _____

Email Address: _____

I agree to abide by the rules and regulations relative to the use of Town Property, including but not limited to – use of alcohol, no littering, and parking only in designated areas. I have read, understand, and agree to, the release of liability and indemnification provisions on the reverse side of this form.

Signature

Date

Security Deposit due at the time the application is submitted: 100.00 for Town Hall \$750.00 for outdoor facilities

Approved by Town Administrator: _____

Date: _____

Routing: Original to Administration Office
Copy to Public Works Director / Police Dept.

Office Use Only
Pay Date: _____
Check # _____
Amount _____

INDEMNIFICATION

I, on behalf of _____, its (my) officers, employees, members and invitees, agree to indemnify and hold harmless the Town of Northfield, its officers, employees, insurers and self-insurance pool from and against all liability, claims and demands which are incurred, made or brought by any person or entity on account of damage, loss or injury, including without limitation claims arising from property loss or damage, bodily injury, personal injury, sickness, death or any other loss of any kind whatsoever which arise out of or are in any manner connected with the use of Town facilities, whether any such liability, claims and demands result from the act, omission, negligence or other fault on the part of the Town of Northfield, its officers, or its employees, or from any other cause whatsoever.

I agree that in the event of any damage, loss or injury to the facilities or to any property or equipment therein, the Town of Northfield may deduct from the damage deposit the full amount of such damage, loss or injury. I further agree that if such damage, loss or injury exceeds the amount of the damage deposit I will, within thirty (30) days of billing, reimburse the Town of Northfield for all costs associated therewith upon billing by the Town of Northfield.

In addition, I, on behalf of _____, its (my) officers, employees, members and invitees, hereby expressly exempt and release the Town of Northfield, its officers, employees, insurers and self-insurance pool from and against any all liability, claims and demands on account of injury, loss or damage, including without limitation claims arising from property loss or damage, bodily injury, personal injury, sickness, disease or death, that may be incurred as a result of use of Town of Northfield facilities whether any such liability, claim and demand results from the act omission, negligence or other fault on the part of the Town of Northfield, its officers or its employees, or from any other cause whatsoever.

Signed: _____

If you wish to purchase insurance for your special event you may do so through any broker.

Special Conditions: If a key is required, see the Administrative Assistant at the Town Hall at least one business day before to make arrangements for pick up and drop off of key. Corporate and non-profit organizations using Town Property may be required to provide proof of insurance prior to approval.