



City of Brockton

Parks and Recreation Department

Dear Residents and Friends of Brockton:

Thank you for your support of Brockton's Parks and Recreation Commission. We are delighted that you are interested in hosting your event on our beautiful City landscapes.

In order to process your permit request, we ask that you complete the attached Permit Application forms and return it to the Park Department at 45 Meadow Lane. Your application will not be considered unless the forms have been returned and a **NONREFUNDABLE APPLICATION FEE has been paid**. Failure to comply with this request will render the application null and void. The monies collected will go towards the upkeep and maintenance of our City parks.

It is the responsibility of the applicant(s) to obtain proper authorization from the Board of Health relative to the distribution of food and beverages. **A permit may be REQUIRED!** Applicants must contact the Board of Health at 508 580-7175 for more details.

It is the responsibility of the applicant and his/her party to clean up all refuse at the conclusion of their event. We also ask that you be respectful towards neighboring residents, business owners and park patrons at all times during your visit. Failure to comply with any conditions set by the Park Commission will result in the loss of privileges or opportunity to utilize any City Park under the direction of the Park Commission for any future events.

Please be advised that the City of Brockton reserves the right to request additional information which may be necessary to consider your application. If you have any questions regarding this process, please contact the Park Department at 508 580-7860.

We appreciate your time and thank you in advance for your cooperation.

Sincerely,

Timothy W. Carpenter
Superintendent of Parks

"City of Champions"

PARK DEPARTMENT ■ 45 MEADOW LANE ■ BROCKTON, MASSACHUSETTS 02301
TEL: (508) 580-7860 FAX: (508) 580-7874
parks@cobma.us



*City of Brockton
Parks and Recreation Department
Park and Gazebo Permit*

Applicants please complete the areas designated with an asterisk(*). PLEASE PRINT

The Brockton Parks and Recreation Department, have reviewed the application of:

*Name/Organization

*Address

*Contact Numbers

The individual/organization noted above, has requested the use of the following venue

_____, located in Brockton, Mass., for the purpose
(List venue site here)

of _____
(Event description here)

This permit shall be valid for _____, _____ for the specified
(Insert date here)

time only: _____:_____ AM/PM to _____:_____ AM/PM

Thank you for your continued support of the Brockton Parks and Recreation Commission. While we hope that you enjoy your visit, we ask that you observe the following rules to help preserve the beauty of our City landscapes and respect the privacy of our neighbors.

- ***ABSOLUTELY NO BOUNCY HOUSES, NO GENERATORS, NO PONIES AND NO CHARCOAL GRILLS AT ANY CITY PARK. (Gas Grills are allowed).***
- ***A \$25.00 NONREFUNDABLE APPLICATION FEE (MONEY ORDER ONLY made payable to the City of Brockton) is required for all applicants per Park Commission meeting of January 14, 2016.***
- Please observe the time issued on this permit, do not overstay your welcome.

- Park in designated area only. Violators will be towed at owner's expense.
- Please keep noise to a minimum. Area residents and businesses should not be disturbed. The Brockton Police Department will take notice.
- Applicants must contact the Brockton Board of Health prior to the event in order to secure a permit for food and beverage distribution. For more details regarding permit regulations regarding food and beverages, please call the Board of Health at 508 580-7175.
- Keep premises/site clean. It is the responsibility of the applicant to clean-up the park at the conclusion of his/her event.

I, the undersigned have read the rules set forth by the Parks Commission and agree to the terms listed above. If I fail to comply with these orders, I will no longer be eligible to request a permit from the Parks Commission in the future.

Signature of Applicant

Date

Timothy W. Carpenter
Superintendent of Parks

Date

Fee Paid:

Date

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