



TOWN OF SPRINGFIELD
2750 MAIN STREET, PO BOX 22
SPRINGFIELD, NH 03284-0122
PHONE (603)763-4805

Application for use of Town Facilities

Name: _____
Address: _____
Phone: _____ Date & Time requested: _____

Facility: please initial below the location/services requested

_____ Town Hall/Church

_____ Upper level _____ Lower level

_____ Fire Station Meeting Room

_____ Library

_____ Upper level _____ Lower level

_____ Recreation Field

_____ Other: _____

Describe Activity to be held: _____

_____ Custodial Services Requested

_____ Police Services Requested

Officer: _____

Fees:

Basic: \$25 (check # _____)

Wedding/Reception: \$50 (check # _____)

Custodial: \$20 per hr. (check # _____)

Police:

Deposit: \$100 (check # _____)

I/We understand that all damages that may occur to the Town Facility and/or equipment will be assessed and billed to the applicant. No alcohol is permitted on/in any of the town facilities.

Hold Harmless: The applicant shall indemnify and hold the Town of Springfield, its employees, agents, and representatives harmless from all suits, actions, claims, in equity or at law, for damages asserted by any attendees at such function, or other third parties, resulting from the use of the premises, or from the food and beverages served at the above-described function. In addition, if the Town is required to respond to any claims of any nature arising in connection with the function or the applicant's use of the premises, the applicant agrees to pay to the Town all costs, fees, charges, and attorney's fees which may be incurred by the Town concerning such claims.

Insurance: At least ten (10) days prior to such scheduled function, the applicant shall furnish to the Springfield Select Board written confirmation from their insurance company that the applicant has secured adequate liability insurance covering the event in the amount not less than \$300,000.

Applicant Signature _____

Has been granted () has not been granted () permission.

Select Board _____

Librarian or Trustee _____

Custodian _____

Police Chief _____