



City of Taunton, Massachusetts
**CONSERVATION
COMMISSION**

*Gertrude F. Boyden Wildlife Sanctuary and
Weir Riverfront Park
Use Application*

15 Summer Street, Taunton, MA
Ph 508-821-1095/Fax 508-821-1665

NAME OF ORGANIZATION: _____

CONTACT NAME: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

DAY PHONE: _____ CELL PHONE: _____

FAX: _____ EMAIL: _____

EVENT INFORMATION

Complete all information for the event

TYPE OF EVENT:

Fundraiser _____ Rally _____ Craft Fair _____ Concert _____ Picnic _____

Wedding Ceremony _____ Wedding Photos _____ Other (specify) _____

Taunton Non-Profit/Business/Church? ____ Yes ____ No (Must be Taunton-based)

Event Title: _____

Event Date: _____ Rain Date: _____ Estimated Attendance: _____

Requested Area: Gertrude F. Boyden Wildlife Refuge _____ Use of Grill? _____
Weir Riverfront Park _____

Area of Park Requested: _____

Hours of Event: _____ AM/PM to _____ AM/PM (**Overtime Fees may apply**)

Set-up Time: _____ AM/PM to _____ AM/PM Take-down Time: _____ AM/PM to _____ AM/PM

Description of Event Set-up: _____
(Please attach event description, copy of the plan, maps, etc.)

Please indicate whether the following items pertain to your event

YES NO

- Food Concessions and/or Food Preparation Areas (Board of Health will be notified)
- Will you cook at the event area? Describe: _____
- Fencing, Police barriers requested?
- Does your event require electricity? Use charge and overtime fees may apply
- Booths Exhibits Displays
- Canopy and/or Tents? Dimensions: _____
- Are you requesting the City Portable Stage or Bandstand? (additional approval required)
- Will you have vehicles or trailers on site? How many? _____
- Trash containers and/or dumpster? (**Clean-up fee of \$25 will be charged**). This fee will be refunded to you if you make other arrangements for trash removal)
- Portable restrooms? If yes, please provide the name of the vendor providing the units:

- Entertainment? Please describe: _____
- Amusement vendor? Please describe: _____
- Will the event be advertised? How? _____
You must have the event approved prior to advertising.
- Sponsorship/Vending or Promotional Activity? Please describe: _____

OTHER PERMITS

Please note that all requests will be referred to the Parks, Cemeteries & Public Grounds Department and may require approval and/or permits from other City Agencies including but not limited to the following: Mayor, Municipal Council, Police, Fire, Board of Health, Risk Management, and DPW.

It is the responsibility of the Applicant to secure all necessary City permits.

INSURANCE REQUIREMENTS

A **Release of Liability** form (attached) is required for small family events (i.e. weddings & birthday parties).

All other events require evidence of insurance before final permit approval. Please provide a Certificate of Insurance which shows a minimum of \$1 million in Commercial General Liability Insurance and a policy endorsement which indemnifies and holds harmless the City of Taunton. Some events may require a higher limit of insurance. Additionally, the applicant must list the City of Taunton as additional insured's on their certificate of insurance. Each event is evaluated on its risk exposure. The City of Taunton is not responsible for any accidents, injuries, or damages to persons or property resulting from the issuance of this permit.

AFFIDAVIT OF APPLICANT

Everything that I have stated on this application is correct to the best of my knowledge. I have read, understand, and agree to abide by the policies and rules and regulations listed on this form as they pertain to the requested usage. I agree to follow all rules and regulations as contained in this application as well as those Rules of the Taunton Conservation Commission relative to the use of conservation lands, and those Rules of the Taunton Parks, Cemeteries & Public Ground Commission relative to the use of any public parks, playground, or other public areas in the City of Taunton. *I understand that all overtime and use fees must be made prior to/or on the day of the event. This fee will be refunded if the event is cancelled.*

Name of Applicant: _____ (Please Print)

Signature: _____ Date: _____

****Return this form to Parks, Cemeteries & Public Grounds, 170 Harris St., Taunton, MA or FAX: 508-821-1065. You will receive a notice of final approval from the Conservation Agent subject to vote by the Conservation Commission.****

Parks & Cemeteries: Date Available: _____ **Approved:** _____
Date Referred to Conservation: _____

Office Use Only

<input type="checkbox"/> Approved	Signed _____ Date: _____
<input type="checkbox"/> Denied	Copies to: <input type="checkbox"/> Police Chief <input type="checkbox"/> Fire Chief <input type="checkbox"/> Risk Manager <input type="checkbox"/> Mayor <input type="checkbox"/> Municipal Council <input type="checkbox"/> City Clerk <input type="checkbox"/> Board of Health

RELEASE OF LIABILITY

(Small events only)

I, _____, hereby consent to participating in the (event) _____, and do forever **RELEASE**, acquit, discharge, and covenant to hold harmless the City of Taunton from any and all actions, causes of action, and claims on account of, or in any way growing out of, directly or indirectly, my participation in _____ located at _____.

IF UNDER THE AGE OF 18, PLEASE HAVE A PARENT OR GUARDIAN SIGN.

NAME/GUARDIAN

ADDRESS

DATED: _____

WITNESS: _____

****PLEASE INCLUDE THIS PAGE WITH THE ABOVE APPLICATION****

Groups reserving Boyden Refuge, 1298 Cohannet St. or Weir Riverfront Park, East Water St., Taunton, MA are expected to observe the following Rules and Regulations. Failure to do so will result in institution of a fee structure to pay for supervisory staff and repairs.

- 1. ABSOLUTELY NO ALCOHOL IS ALLOWED IN THE PARK. VIOLATORS WILL BE REPORTED TO THE POLICE.**
- 2. THIS IS A DRUG FREE ZONE PER ORDER TAUNTON CONSERVATION COMMISSION.**
3. Passive recreation only, please. No baseball, softball, soccer, football, volleyball, badminton or other pursuits are allowed here, because of the lawn damage they cause.
4. You are expected to pay for any harm your group does to this facility. This includes, but is not limited to, fence breakage, killed trees or other ornamental plantings, broken windows, lawn damage, or similar problems. Ordinary wear and tear is not to be charged to a group.
5. Please park where our staff asks you. This is a business location and we need our spaces near the office.
6. Any and all pet animals must be kept restrained at all times. Dogs are welcome, but **MUST** be kept leashed. We recommend that any other pets brought here be kept in carriers. Horses and other large animals are not permitted in the park except for special educational programs.
7. Wildlife releases in this park are **ILLEGAL** unless performed by a licensed wildlife rehabilitator by prior arrangement with this office.
8. Please do not remove any type of plant or any wildlife from this refuge. Lawfully captured fish may be taken from the park if the angler wishes. People fishing in the park are required to have a current Massachusetts fishing license.
9. Canoes may be put in the Three Mile River or the Taunton River by carrying them down the canoe ramp. There are no other canoe access areas in the park.
- 10. A cleanup fee of \$25.00 will be charged (Please make check payable to City of Taunton).**
This fee will be refunded to you if you make arrangements to remove your trash after the event.