



Wilson A. Bentley Pavilion Permit Application

Please print & complete all pages of this application form and mail with payment to the address below.
For additional information call (802) 899-2693 or e-mail JUPDistrict@gmail.com

Submission Date (mm/dd/yyyy)	
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Requestor Contact Information

Organization Name (if applicable)				
Name of Person in Charge				
Address				
City	State	Zip		
Tel. Phone	Cell Ph	e-mail		

Event / Activity Details

Activity Description			
Number of People Attending / Participants			
Event Start (Date & Time) *inclusive of setup time	Event End (Date & Time) *inclusive of cleanup time		

Activities (check all that apply)

<input type="checkbox"/> Food & Beverages	<input type="checkbox"/> Alcoholic Beverages	<input type="checkbox"/> Barbecue Grill
<input type="checkbox"/> Entertainment	<input type="checkbox"/> Other (please specify)	

Markers or temporary structures to be used? (check all that apply)

<input type="checkbox"/> Stage	<input type="checkbox"/> Lighting	<input type="checkbox"/> Tent	<input type="checkbox"/> Surveyors tape	<input type="checkbox"/> Flags	<input type="checkbox"/> Field Equipment
<input type="checkbox"/> Stakes	<input type="checkbox"/> Field markings (environmentally friendly only)				
<input type="checkbox"/> Other (please specify)					

Do you have comprehensive liability insurance for this event / activity? Yes No

Coverage Amt.	\$	Policy number	Insurance Company	
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Fees

		Amount Due
Wilson A. Bentley Pavilion (exclusive use per day)	\$100.00/day	
Electricity (available in pavilion only)	\$15.00/day	
Port-o-let (required for groups of 50 people or more)	\$100.00/day	
Total Amount Enclosed \$		

Note: make payment to Jericho Underhill Park District

Jericho Underhill Park District
P.O. Box 164, Underhill, VT 05489



Park Facilities Use Permit Regulations

Conditions of Use

- All applications are approved on a first-come, first-served basis. Applications must be made in writing and submitted a minimum of 3 weeks prior to the first proposed use of the facility.
- Permits are for exclusive use of the facility for the requested date & time and **not** the park as a whole. Exception to this is the Grounds/Trail Permit request which is for JPPD use awareness only.
- Applicant (over the age of 18) for each group must be designated and responsible for the actions of the members of that group.
- Applicant must ensure that all participants follow the **park rules** documented on the park website.
- Pre-authorized vehicles may cross the bridge for purposes of unloading, re-loading, and handicapped drop-off. Vehicles must be returned immediately to the parking area.
- Access to park trails and grounds must **not be** restricted in any way.
- Trampolines are not permitted.
- Marriage, Civil Union and like ceremonies are not permitted.
- Amplified music, if used, shall be at a reasonable volume and shall not disrupt other park visitors.
- Grounds / Trail / Field markings must be environmentally friendly materials.
- Fixed park features such as trees, rocks and structures must not be marked with paint, carvings or other permanent methods. No nails, staples or other disfiguring materials may be used in the Pavilion or on any other Park structure.
- Facilities reserved for individual or group commercial enterprise with the intention of selling any items or services must apply via the **Commercial License Permit**.
- Eagles Meadow permits requesting fire pit usage require the applicant to obtain a **Fire Permit from the Town of Jericho**.
- Field Conditions of Use
 - All leagues/teams/groups must be permitted for field use.
 - All equipment (stakes, flags, goals with nets removed...) must be removed from the fields by the requested end date in the permit.
 - Fields may be deemed unplayable due to weather conditions or field conditions. Any field with standing water on the playing surface is unplayable, whether or not it has been posted as such. Every attempt will be made to offer reschedule date(s) otherwise no field use fee will be charged.

Groups in violation of any of the field conditions of use, will result in a \$150 fine and be responsible for the costs of repairs to re-establish the turf to its original condition in the event of fields damage.

- Permits may be revoked at any time by the JUPD for violations of permit approved use.
- JUPD reserves the right to require traffic control personal and / or event insurance for the event at the applicant's expense.
- Cancellations and refunds may be requested up to 14 business days prior to the event. Refunds will not be issued due to poor weather conditions.
- Cleanup and/or Damage
 - a. The applicant shall be responsible for their own cleanup immediately following the event. This includes trash, tents, grills, markers such as flags, surveyors tape and stakes, tables, chairs, etc. must be removed at the end of the event unless special arrangements are made and approved in advance. A minimum fee of \$150 will be assessed if the area is not restored to the original state.
 - b. Damages will incur a fee for the cost of restoration of the facility to its original state.
 - c. Cleanup / Damage will be billed to the renter for non-compliance within 60 days after the rental.
- Bank returned checks will be charged a \$50 fee in addition to the face value of the dishonored check.



Facility Use Release & Waiver

The undersigned (organization/individual) hereby applies to the Jericho Underhill Park District (JUPD) for scheduled use of park facilities. The undersigned certifies that the information s/he provided in this application is truthful and accurate and agrees to abide by all the JUPD rules and regulations.

The undersigned agrees to indemnify and hold harmless JUPD and its elected / appointed officials from and against and all claims, demands, and judgements that may arise from the use of the JUPD property under this application.

The undersigned also agrees to cover and all expenses legal or otherwise incurred by JUPD in the defense of any such suit or claim.

I acknowledge that I have read and understand the Park regulations, and I will ensure that all members of the group will obey them. I understand that failure to follow the rules my jeopardize our opportunity to use the park for future events, and/or additional fees for clean-up and damage to the facilities will be invoiced separately.

Signature _____

Date _____