



TOWN OF STRATFORD BOOTHE PARK AREA LEASE

468 Birdseye Street • Stratford, Conn. • 06615 • (203) 385-4052. • Fax (203) 381-2072

AREA:	Boothe Park Picnic Pav. # 1 _____ (up to 200 people) Includes restrooms, grills, electricity, water & ballfield Boothe Park Picnic Pav. # 2 _____ (no more than 40 people) Boothe Park Picnic Pav. # 3 _____ (no more than 40 people) Boothe Park Hall 1 st floor _____ (Seating for 70, Maximum capacity 100) 1 st floor includes use of kitchen (stove, refrigerator, sink), restrooms on first floor, and immediate area outside hall (picnic tables, grill, sunken garden). Boothe Hall 2 nd floor _____ 2 nd floor does not include kitchen and restrooms are located on the enclosed porch. Four hour maximum rental. Capacity 80. Rose Garden _____ (no chairs allowed) (1 hour rental)	Fee Paid/Date _____ Cash/Ck. # _____ Bond Pd _____ Bond Returned _____ Insurance _____
	Sunken Garden _____ (1 hour rental)	

Make checks payable to the Town of Stratford. Payment of Fee and Bond due within 1 week of making reservation or reservation will be voided. Bond Fee is cashed upon receipt.

Refund Policy - Cancellations made 30 days in advance will receive full refunds minus \$10 administration fee. Cancellations within 29 days will receive no refund except for bond.

Date of Application _____

_____ has permission to use the above-designated area on _____
(name of organization/you) (date)

from _____ to _____ for the following activity/purpose _____

Estimated number of people attending _____ If coming by bus, number of buses? ____ or vans ____

Sale of Souvenir Items/Food and what? _____ (If yes, see back page)

Are you planning to put up a tent or other outdoor structures? yes ____ no ____ (If yes, contact Building Inspection Department 385-4010)

Are you planning on using a caterer? yes ____ no ____ If yes who is the caterer? _____
 Telephone number _____

Sale of Tickets to the event: _____ If yes, what is the ticket cost & what is the money for? _____

Please read other side

Contact Person: _____ (indicate title if applicable)

Address _____

telephone number & **weekend telephone number** (organization requesting Boothe Park):

Email Address _____

The Town Council establishes Fee and Bond rates. Fees and Bond must accompany this application to begin the permit process. The Bond will not be returned if any or all of this agreement is not complied with and if the area is not returned to the Town in the same condition as accepted by the applicant.

GLASS ALLOWED IN DINING HALLS ONLY

For Dining Hall Only A Certificate of Insurance must be submitted 4 weeks prior to the reserved date and must name the Town of Stratford additional insured in the amount of \$1 million. Insurance may be purchased through the Town. Please inquiry at Recreation Department.

The following rules must be followed or a reduction of bond may result:

- The organization/group is responsible for returning the hall and/or picnic area to the Town in the same condition as accepted.
- All tables and chairs in the hall must be returned to their original location.
- Garbage and litter must be removed and deposited in the appropriate receptacle. **No glass bottles allowed in picnic areas.**
- All events with over 150 people will require the presence of a police officer at the expense of the party renting the facility. Proof is required 14 days in advance. Contact Police Dept at 385-4100.
- No parking is allowed on the grass.
- The organization/group is responsible for abiding by posted park rules.

****SPECIFIC APPROVAL IS REQUIRED FOR ALL OUTDOOR SIGNS (Contact Planning & Zoning at 385-4017) AND USE OF TENTS**

You agree to accept the above-designated premises in the condition that it is in at the beginning of this lease and agree to maintain the premises in the same condition, order, and repair that it is in at the beginning of the term of the lease, with the exception of reasonable wear and tear.

You shall be liable to the Town and shall forever hold harmless the Town from any and all such damage or loss to the premises or of any of the Town's property caused by the acts or negligence of you or any person or persons in your employ or under your control.

You assume all risk in the operation of this permit and you shall be solely responsible and answerable for all damages, accidents, and injuries to persons and/or personal property.

It is expressly understood and agreed that no real or personal property is leased to the lessee.

It is also understood that your right to occupy the premises and operate the permit shall continue only so long as you shall comply strictly and promptly with each and all of the undertakings, provisions, covenants, agreements, stipulations, and conditions of the intended use of the Town's premises.

You and your members, agree not to represent yourselves as an agent or associate of the Town of Stratford, or the Parks and Recreation Department.

The Town of Stratford shall supply these premises and no part of this service is to be sublet, assigned, transferred, converted, or otherwise disposed of to any other company, corporation, or person.

You shall not carry, within or upon said permitted space, any prohibited operation described within this lease. The lease granted shall continue only as long as you promptly and strictly comply with each and all of the undertakings, provisions, covenants, stipulations, and conditions contained within this document.

You agree at all times defend, to indemnify and hold harmless the Town and its officers, agents and employees from any and all liabilities, claims, suits, losses, judgments, cost and expenses (including but not limited to attorney fees) damage or injury to persons and/or property, of whatever kind and nature, whether direct or indirect, arising out of the operation of this permit or from the carelessness, negligence or improper conduct of you or any of your servants, agents, or employees.

I agree to abide by the conditions stated in this agreement.

(signature of authorized agent of organization & title)

date

Patricia Patusky
Superintendent of Recreation

date

Bond will be returned within 14 days.

BOOTHE PARK INFORMATION

HALL: Each floor provides seating for approximately 70 people, and has a maximum capacity of 150 people per floor. There is a full kitchen (sink, stove, refrigerator) available for use with rental of the first floor. Restroom facilities are located on the first floor. The use of the area immediately outside the hall (picnic tables, grill, sunken garden) is permitted with rental of the first floor only. Restroom facilities for those renting the upper level of the hall are located on the enclosed porch. Both floors are available for four-hour rentals.

UPPER FIELD: Rental of the upper field (directly across from the hall) is only permitted in conjunction with the rental of the main hall.

PICNIC AREA #1: Covered pavilion and adjacent area can accommodate up to 200 people; water, electricity, restrooms, grills and ball field. Playground is open to the public at all times.

PICNIC AREAS #2 & 3: Covered pavilion and adjacent areas can accommodate up to about 40 people. No water or electricity is available at these sites.

ROSE GARDEN/SUNKEN GARDEN: Available for wedding ceremonies for 1 hour rentals; no food, beverages, confetti, rice, etc. are allowed. No tables or chairs are allowed; no stepping on rose beds or cutting of flowers.





BOOTHE PARK FEE SCHEDULE
2014

Hall: 4-hour rentals	RESIDENT		NON-RESIDENT	
	Fee	Security Deposit	Fee	Security Deposit
1 st floor with kitchen				
Weekdays	\$200	\$200	\$400	\$400
Weekends	\$300	\$300	\$450	\$450
2 nd floor (no kitchen)				
Weekdays	\$150	\$150	\$200	\$200
Weekends	\$200	\$200	\$300	\$300

Minimum 2 hour break between rentals
Reservations must be 30 days in advance

Meetings	RESIDENT	NON-RESIDENT
	Fee	Fee
Closing time 11pm (Kitchen unavailable)	\$35 per hour	\$50 per hour

Picnic Area #1: All day permit	RESIDENT		NON-RESIDENT	
	Fee	Security Deposit	Fee	Security Deposit
1 – 50 people	\$150	\$150	\$350	\$350
51-100 people	\$200	\$200	\$400	\$400
101-200 people	\$300	\$300	\$500	\$500

Picnic Areas #2 & #3 All day permit	RESIDENT		NON-RESIDENT	
	Fee	Security Deposit	Fee	Security Deposit
	\$80	\$80	\$150	\$150

Rose Garden and Sunken Garden Fee \$25 each/hr.

Non Profit Agency receives a 25% discount (Proof Required)



DIRECTIONS TO BOOTHE PARK

**5774 Main Street Putney
Stratford CT 06614**

FROM RT. 15N (MERRITT PARKWAY)

Take Exit 53; at the end of the ramp take a right; bear right (almost immediately) at the intersection onto Main St. Putney; follow ¼ mile and Boothe Park will be on your left.

FROM RT. 15S (MERRITT PARKWAY)

Take Exit 53; at the end of the ramp take a left; bear right at your next intersection onto Main St. Putney; follow ¼ mile and Boothe Park will be on your left.

FROM I-95N

Take Exit 33 and follow signs to Rt. 110; stay on Rt. 110 (East Main Street) one mile to traffic light at intersection of East Main St. and Main Street. Take right onto Main Street (still Rt. 110). Take the 3rd left by bearing onto Main St. Putney (pond on left). Follow for approximately ½ mile and Boothe Park will be on your right.

FROM I-95S

Take Exit 38 to Merritt Parkway (Rt. 15S) and follow directions above from Rt. 15S.