

Brownfield Community Center
90 Main Street
Brownfield, ME 04010

REQUEST/CONTRACT FOR USE OF COMMUNITY CENTER

Name of Person Requesting Use: _____

Group/Organization Name: _____ *Nonprofit? Y or N

Mailing Address: _____ Town: _____

State: _____ Zip: _____ Phone: _____

Alternate Contact Person: _____ Phone: _____

EVENT DETAILS: Area Requested: Meeting Room Gymnasium Kitchen

Date(s) Requested: _____ Time Requested: From _____ AM PM To _____ AM PM

Describe Activity: _____

Number of Participants: _____ Will Alcohol be present: Yes No

Number of Chairs Required: _____ Number of Tables Requested: _____

Will Service Animals be present: Yes No Note: A copy of their papers must be submitted

DANCES: Maine State Law Requires Presence of a Police Officer at Dances. Please Provide the Name of the Police Officer Facilitating Your Dance: _____

GENERAL CONDITIONS: The Board of Selectmen realize that this building is owned by the Taxpayers of the Town of Brownfield Maine and such as, should be available for their use when possible. Any Town function shall, however, receive prior consideration. The Selectmen reserve the right to CANCEL ALL PRIVILEGES of building use in the best interest of the Town. Permission for use of the building, the Requester agrees to pay all fees assessed to provide custodial and protective personnel specified to repair or replace any items damaged and to accept the rules established by the Board of Selectmen. No fee shall be charged for direct Town related activities or for activities designed to benefit the Town or any Town organizations. The Board of Selectmen may waive charges when deemed appropriate.

*Non-profit organizations must provide the Town with a copy of your letter from the IRS showing you are a non-profit organization or a copy of your 501c3 certificate.

ALL REQUESTERS SHALL ABIDE BY THE ATTACHED RULES WHEN USING THE COMMUNITY CENTER, FAILURE TO DO SO SHALL FORFEIT YOUR DEPOSIT AND COMPROMISE YOUR RIGHT TO USE THE BUILDING IN THE FUTURE.

----- Initial here to indicate that you have received a copy of the Rules and Regulations for the Use of the Community Center Building and agree to abide by them.

Paid: \$ _____ check cash

Code given: