



EVENT/WEDDING APPLICATION

Thank you for your request to use one of Bristol Parks' locations for your event/wedding. At Lighthouse Park you may rent the Learning Center. The rental of the Learning Center includes the use of electricity, tables, chairs, and nearby restrooms. There are no cooking facilities in the building. Since parking is limited at Lighthouse Park, we encourage you and your guests to carpool.

The Community Room at Pemaquid Beach Park includes the use of electricity, tables, chairs, restrooms, adjacent lawn areas and cooking facilities. Please observe the park rules on dogs. No dogs are allowed on the premises at Pemaquid Beach Park. **PLEASE ALSO NOTE THAT NO ALCOHOL IS PERMITTED IN THE PARKS.**

- *Due to Town regulations, proof of liability insurance is required. Please obtain and submit proof at least 7 days before the event. This may be available from your own insurance agent. Coverage must name the Town of Bristol as the additional insured. For your convenience, the Town of Bristol is enrolled in the Tenant User Liability Program (TULIP). More information can be found here*
https://www.bristolmaine.org/sites/bristolme/files/uploads/bristol_tulip_information_rev.2019.pdf

To reserve the date and time for your event/wedding, please complete the form below and attach a check in the appropriate amount according to the fee schedule. Fees include Admissions for guests. Reservations are on a first-come first-served basis for a two-hour event. For any additional information please contact Bristol Parks at # (207) 563-1800 or bristolparks@tidewater.net

Please note the following CANCELLATION POLICY:

If a cancellation occurs from 0-30 days prior to event/wedding date, there will be no refund.

If a cancellation occurs from 31-60 days prior to event/wedding date, the refund will be 25% of amount paid.

If a cancellation occurs from 61-90 days prior to event/wedding date, the refund will be 50% of amount paid.

If a cancellation occurs from 91-120 days prior to event/wedding date, the refund will be 75% of amount paid.

A cancellation over 121 days prior to event/wedding date, the refund will be 90% of amount paid.

----- **Return This Portion** -----

Date of event: _____ **Time of event:** _____

Name of event: _____ **Party 1:** _____ **Party 2:** _____

Mailing address: _____ **City:** _____ **State:** _____ **Zip:** _____

Telephone: (day/cell) _____ **(evening)** _____ **E-mail:** _____

Rental Fee

Select the total number expected to participate in your event at one of the parks:

5-25: \$200 26-50: \$300 51-75: \$400 76-125: \$500 126+: \$600

White folding chairs are available on premises for rental, therefore, no chairs rented from outside sources are permitted. There is a \$20 per hour staffing fee for weddings taking place during normal park hours (9am-5pm) and \$40 per hour for any portion of your event that takes place before or after normal park hours.

Chair Rental Fee: _____ Chairs Needed at \$2.00/Chair = \$ _____

Arbor Fee: \$50.00 Arbor Needed? YES NO

Learning Center Rental Fee: _____ Hours needed at \$75.00/Hour = \$ _____

Beach Community Room Rental Fee: _____ Hours needed at \$25.00/Hour = \$ _____

Beach Community Room Grill Fee: \$25.00 Grill needed? YES NO

Staffing Fee: _____ Hours needed at \$20.00/Hour = \$ _____

Hours needed at \$40.00/Hour = \$ _____

LOCATION: (check/circle your choice)

Pemaquid Point Lighthouse Park: **Pemaquid Beach Park:** **Ellingwood Park:**

Please make your check payable to: Town of Bristol/Bristol Parks. *Note the name of event on check.*

Mail the check with the completed form to: Bristol Parks, 1180 Bristol Road, Bristol, ME 04539

TOTAL AMOUNT ENCLOSED: \$ _____

Thank you for choosing Bristol Parks