



Pemaquid Beach Park Event Application

Thank you for your request to use Pemaquid Beach Park for your event. The rental area is a private tent on the grassy picnic area with tables and chairs, and the rental includes the use of the kitchen with a stove, oven, microwave, refrigerator, and serving window.

The kitchen cannot be used for preparing food, only for keeping warm and serving.

Since parking is limited at Pemaquid Beach Park, we encourage your guests to carpool.

- If an event is scheduled during normal beach operating hours, the beach does remain open to the public.
- Please note that no alcohol, glass, or open flames are permitted at Pemaquid Beach Park.

To reserve the date and time for your event, please complete this form and attach a check or call with a credit card for the total event fee. Your date will not be reserved until that fee has been paid in full. Fee includes guest admissions. Reservations are on a first-come first-served basis. For any additional information please contact Bristol Parks at (207)563-1800 or

bristolparks@tidewater.net

Cancellation Policy:

- If a cancellation occurs from 0-30 days prior to event date, there will be no refund.
- If a cancellation occurs from 31-60 days prior to event date, the refund will be 25% of amount paid.
- If a cancellation occurs from 61-90 days prior to event date, the refund will be 50% of amount paid.
- If a cancellation occurs from 91-120 days prior to event date, the refund will be 75% of amount paid.
- A cancellation over 121 days prior to event date, the refund will be 90% of amount paid.

Due to Town regulations, proof of liability insurance is required. Please obtain and submit proof at least 30 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 on the Wedding/ Event Forms and Application page at BristolMaine.org/parks-recreation

Date of event: _____ Time of event: _____
 Set up arrival time: _____ On site end time: _____
 Type of Event: _____ Number of guests expected: _____
 Name : _____
 Mailing address: _____ City: _____ State: _____ Zip: _____
 Telephone: (day/cell) _____ (evening) _____ E-mail: _____

Fees

Base rate of \$300 includes the tent, 25 chairs and 5 tables.

Additional chairs and tables are available for rental if requested.

There is a \$25 staffing fee for events that take place during regular hours.

Any events that are outside of regular hours will have a \$50 per hour staffing fee.

Base Rental Rate: \$300 \$ 300.00

Additional Chairs at \$2.50/Chair: _____ Total Chair Fee \$ _____

Grill Fee: \$25.00 Grill needed? YES NO \$ _____

Staffing Hours at \$25.00/Hour: _____ Total \$ _____

Staffing Hours at \$50.00/Hour: _____ Total \$ _____

_____ Please initial to confirm you have read and understand the insurance and staffing fee requirements.

Please make your check payable to: Bristol Parks and Recreation.

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: \$ _____

You must confirm the number of chairs, and insurance no later than 30 days prior to your event. Any changes done on the day of your event will have an additional \$50 staffing fee applied.