



## RENTAL FORM

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 Beach Park. No alcoholic beverages are permitted on site. Consumption of beer, wine or champagne is not allowed at our 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](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. Please note that this fee is in addition to all regular admission charges for the Community Room at the Beach. 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](mailto:bristolparks@tidewater.net)

Please note the following 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.

----- **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**

The rental fee are listed below. There is a staffing fee of \$40.00 per hour for any portion of your event that takes place before or after normal park hours.

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 \$40.00/Hour = \$ \_\_\_\_\_

**LOCATION: (check/circle your choice)**

**Pemaquid Point Lighthouse Park:**  **Pemaquid Beach 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!*