



# TOWN OF BETHANY

Town Hall – 40 Peck Road  
Bethany, Connecticut 06524-3378  
Telephone: (203) 393-2100 ext. 2101  
reservations@bethany-ct.com

## PAVILION USE PERMIT

Applicant/Organization: \_\_\_\_\_ Date of Application: \_\_\_\_\_

Representative: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Primary Email: \_\_\_\_\_

Event Description: \_\_\_\_\_

**Contact Lodge Supervisor Chris Cofrancesco at 203-848-4067 at least 1 week before your event to confirm the date and set-up arrangements.**

**You will need a passcode generated from the rental coordinator to get into the Pavilion!  
They will email the code when everything is paid!**

### RENTAL COST:

**\$50 of the rental fee is due at signing; payment is non-refundable in case of cancellation.**

**Total Rental Fee: \$250 for Residents; \$350 for NON-Residents.**

**Please make check payable to: Town of Bethany or**

**Pay online at: <https://www.websterpaymentlink.com/ebpp/bethanyparks/>**

[Payment made via the Parks & Rec portal but processed through Reservations.]

**Full payment must be received at least 10 days prior to the event.**

**Cancellation deadline is 10 days before the event. No refunds will be given after the deadline.**

**Reservation date: Date** \_\_\_\_\_

**Time: From** \_\_\_\_\_ **To** \_\_\_\_\_

**Number of car passes needed:** \_\_\_\_\_

**\*Rental is available in four (4)-hour increments only, including set up and clean up.**

**Any additional time is charged at full rate\***

Signed: \_\_\_\_\_

(Applicant/Representative)



**SIGN HERE**

Signed: \_\_\_\_\_

Approving Town Agent

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Fees Waived: \_\_\_\_\_

Amount Paid: \_\_\_\_\_ Payment Type: \_\_\_\_\_ Initials: \_\_\_\_\_

Amount Paid: \_\_\_\_\_ Payment Type: \_\_\_\_\_



## PAVILION CLEAN UP CHECKLIST

**Alcoholic beverages are not permitted at Veterans Park/Pavilion**

**No grills are permitted under the pavilion.**

Name of Representative: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Reservation Date at Veterans Park Pavilion: \_\_\_\_\_

Please leave our Pavilion and its surroundings clean. The following checklist will help you leave the facilities in good condition.

- ( ) Decorations/Banners/Signs – removed and disposed of properly
- ( ) Personal property – removed
- ( ) Trash – all trash is the responsibility of the group. Please tie all garbage bags.

Thank you for your cooperation and enjoy your event at Veterans Park! We look forward to seeing you again!