

APPLICATION FOR USE OF CENTRE PROPERTY (5379 State Route 23)

Name and address of applicant: _____

Space desired: Town of Windham Centre Property

What space is to be used for: _____

Days of the week and time needed: _____

Date: _____

Applicant agrees to the following conditions:

The above applicant hereby accepts responsibility for the safety and conduct of those using the Centre Property under the terms of this application.

All those using the facility shall be under the direction of the person or persons signing this agreement, and he or she shall be held accountable for the conditions of the premises while in use, and the cleanliness thereof upon leaving the building. There is to be **no food or beverage, and smoking is not permitted in the building.**

The person or persons signing this agreement also agree to make full restitution for any damage attributable to his or her organization.

Responsibility for leaving the building secure (all doors and windows closed and locked. Thermostats turned down, lights extinguished) rests with the person or persons signing this agreement.

THE APPLICATION SHOULD BE COMPLETED 60 DAYS PRIOR TO THE EVENT.

In case of disorder or security problems, the signers of the agreement will immediately contact the Windham Police Department at 518-734-3030.

Dated: _____

Signed for Organization:

Contact Number: _____ Title: _____

Supervisor's Signature: _____ Date: _____

Approval Granted: _____

Approval Not Granted: _____

Reason for Denial: _____