



FOXBORO RECREATION DEPARTMENT  
COCASSET RIVER RECREATION AREA  
 RULES AND REGULATIONS

1. All individuals and organizations requesting the private use of the CRRA shall complete an application and submit the proper remittance including security deposit (separate check) not less than fourteen (14) days prior to the requested use date.
2. Security deposits shall be returned only when all conditions of the agreement have been satisfied. Call for entry procedure. *There will be a charge for not turning heat down.* **MAKE CHECKS PAYABLE TO FOXBORO RECREATION**
3. Refunds for cancellations will be allowed when cancellations are made in writing with a copy of the front and back of the cancelled check. A \$25.00 administrative fee will be charged upon cancellation, cancellations 1 week or less before event will result in no refunds.
4. In order to be reimbursed for your security deposit of \$150, please send a copy of BOTH the front and back of your cashed security check.
5. Applicant must be at least 21 years of age and submit a valid Massachusetts Driver's License as proof of age.
6. Applicant shall be responsible for timely set up and clean up the day of the event.
7. Applicant may set up before the event providing they do not interfere with public enjoyment of CRRA during that time.
8. Foxboro Recreation provides sanitary restrooms and a trash dumpster for your use. The key to the dumpster is in the kitchen on the wall next to the outside door. Please lock dumpster and replace key.
9. Applicant shall control noise and litter during each event.
10. Applicant shall be responsible for the care and safe keeping of Town property and equipment at all times.
11. No glass containers or food allowed at pool.
12. No open fires are allowed without a permit.
13. Pool use requires a Lifeguard on duty during the event and shall be an additional expense separate from user fee for the CRRA.
14. The Pool closes at 7:00 and has a maximum capacity for 75 people.
15. The Pool life guards shall be present during the event and shall be an additional expense separate from user fee for the Pool.
16. All persons participating in your event shall be required to vacate the property within thirty (30) minutes of the conclusion of the event as outlined in your application.
17. Any unauthorized vehicles remaining on the property upon conclusion of the event shall be towed at the expense of the applicant.
18. Kitchen may be used for serving only, unless a permit is acquired.
19. Applicant is responsible for any food permits.
20. All alcoholic beverages are prohibited

**2014 Rate Structure:**

	<u>Daily Rental</u>	<u>Security Deposit</u>
Business Organizations	\$250	\$150.00
Recreation Hall	\$150.	\$150.00
Pool	See Recreation Staff for fees and regulations	\$100.00
Hall and Pool	See Recreation Staff for fees and regulations	
Lifeguard	\$15/hour/ lifeguard (State law requires 2 lifeguards on duty at all times)	

## 2014 Addendum to the CRRA rental agreement

This addendum supplements the rules and regulations contained in the attached rental agreement. By signing the rental agreement you are agreeing to abide by this addendum as well.

1. In order to secure your requested date, all paperwork must be submitted and all fees/donations received in accordance with the terms of the rental agreement.
2. A \$100 refundable security deposit must be submitted at the time of the request along with a separate check for the rental fee. Security deposit will be returned within 21 days after the completion of the event and inspection of the property.
3. In the event you cancel prior to the event, the Recreation Department may retain a \$25 administrative fee.
4. Any requests for return of fees paid must be made in writing to the Rec Dept. and be accompanied by a copy of the front and the back of the check(s).
5. The fee structure is as follows:
  - a. Private parties, basic rental of \$150 per rental subject to change based on length, type etc.
  - b. Scouts, \$25 per rental. If the rental becomes long term, 5 or more, the group may opt to provide an in kind service project or purchase for the property that has the equivalent value so long as the project and time frame are agreed upon ahead of time via a letter of intent.
  - c. Nonprofit groups, suggested donation of \$25 per use. This applies to 3 calendar uses at 3 hours per use per year. Any additional requests will result in a mandatory \$25 per use fee.
6. Last minute rentals (less than 2 weeks' notice) will be accepted if the facility is available, additional fees may apply.
7. Use of the fire pit is available under the rental agreement if available. The fire dept. must be notified. You are not allowed to bring in firewood. The surrounding area should provide an adequate supply. If the event of rain, you may bring dry firewood with you provided you take back what you don't use.

Failure to follow these procedures may result in the potential loss of your date, loss of security deposit or future rental privileges.