

FOXBORO RECREATION
Cocasset River Recreation Area
68 Mill Street
40 South Street (mailing address)
Foxboro, MA 02035

**2015 Rental Agreement
Rules and Regulations**

Name of Organization _____ Telephone _____

Authorized Representative _____ Telephone _____

Address _____
Street Town State Zip Code

Name of Individual _____

Address _____

Email Address _____ Cell number _____

Business Telephone _____

Date Requested _____ **Number of People Attending** _____

Capacity of Hall: 80 with tables and chairs; 180 chairs only

Purpose of Event _____

Event Time- _____

Type of Entertainment _____
Provide brief explanation (live music, performers, etc.)

Available Amenities (extra charge): please check off Swimming Pool _____

Hall Times _____ Pool Times _____

Comments: _____

I hereby agree that shall to the maximum extent permitted by law, indemnify and save harmless the Town of Foxborough, its officers, agents and employees from and against any and all damages, liabilities, actions, suits, proceedings, claims, demands losses, costs and expenses (including reasonable attorney's fees) that may arise out of or in connection with Lessee's lease or use of the Town of Foxborough for any damage to its real or personal property that occurs in conjunction with the lease or use of the Cocasset River Recreation area by Lessee, unless the damage is caused by the Town of Foxborough's gross negligence or willful misconduct. Also, by signing below I acknowledge that I have read and agreed to the rules and regulations of renting Cocasset River Recreation Area.

Signature of Authorized Agent of Organization/Family/Individual _____ Date _____ Print Name _____

Recreation Director/Coordinator _____
Signature of Approval _____ Date _____

All checks should be made payable to Foxboro Recreation

Fees: _____ + _____ + _____ = _____
Hall Pool Lifeguard Total Security Deposit
(to be returned 2 weeks after event)

****PLEASE NOTE:** Your security deposit will be cashed along with your rental check. In order to be reimbursed for your security deposit, please send a copy of both the front & back of your cashed security check. Reimbursements take 2 weeks and will be mailed directly to you.

**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 & submit the proper rental fee and security deposit (separate check). **MAKE CHECKS PAYABLE TO FOXBORO RECREATION**
2. Security deposit check for \$150 will be cashed. In order to be reimbursed for your security deposit, please send a copy of both the front and back of cashed security. Reimbursements will be mailed 2 weeks after check copy is sent to the Recreation Department. Funds shall be returned only when all conditions of the agreement have been satisfied:
 - a. All trash must be removed from Hall and restrooms, and placed in dumpster.
 - b. No decorations are to be taped, tacked or stapled to any surface.
 - c. You will be showed where cleaning supplies are kept. Floors are to be swept; washed if necessary.
 - d. Heat must be turned down to 55° or A/C turned off when exiting building.
 - e. All doors & windows must be shut & locked, all lights turned off and key returned to lock box.
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. Applicant must be at least 21 years of age and submit a valid Massachusetts Driver's License as proof of age.
5. Applicant shall be responsible for timely set up and clean up the day of the event. -
6. Foxboro Rec. provides sanitary restrooms & a trash dumpster for your use. The key to the dumpster is in the kitchen on wall next to the outside door. Please lock dumpster & replace key. There is a \$25 fee for a lost key.
7. Applicant shall control noise and litter during each event.
8. Applicant shall be responsible for the care and safe keeping of Town property and equipment at all times.
9. No glass containers or food allowed at pool.
10. No open fires are allowed without a permit. Use of the fire pit is available under the rental agreement if available. The Foxboro Fire Dept. must be notified the morning of your event. You are not allowed to bring in firewood. The surrounding area should provide an adequate supply. In the event of rain, you may bring dry firewood with you provided you take back what you don't use.
11. Pool use requires 2 Lifeguards on duty during the event and shall be an additional expense separate from user fee for the CRRA Rec Hall.
12. 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.
13. Kitchen may be used for serving only, unless a permit is acquired.
14. Applicant is responsible for any food permits.
15. All alcoholic beverages are prohibited.
16. Failure to follow these procedures may result in the potential loss of your date, loss of security deposit or future rental privileges.

<u>2015 Rate Structure:</u>	<u>1/2 Day 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)	
Foxboro Scout groups	\$25 (If 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.)	
Nonprofit groups	Donation of \$25 per use. This applies to 3 calendar uses at maximum 3 hours per use per year. Any additional requests will result in a mandatory \$50 per use fee.	

