



# TOWN OF BETHANY

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

## AIRPORT USE PERMIT

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

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

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

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

If assistance is needed during the event, please contact Don Shea at 203-509-3883

**Please DO NOT park on the grass!**

**Reservation date(s):** Day(s) \_\_\_\_\_ Date(s) \_\_\_\_\_

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

**Approx. number of attendees:** \_\_\_\_\_

**Will there be alcoholic beverages sold or consumed?** \_\_\_\_\_

**Area Requested (circle all the apply):** North Field South Field Left Horse Ring Right Horse Ring

*\*Any athletic play on the fields requires a liability waiver\**

Brief Description of your Event :

**Any Special Needs (Bathrooms, Horse Ring Dragging, etc.):**

### RENTAL COST (Per Day):

**\$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.**

Signed: \_\_\_\_\_  
(Applicant/Representative)

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

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Approving Town Agent

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

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



## AIRPORT CLEAN UP CHECKLIST

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

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

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

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

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

- Ring and Fields**- All garbage, debris, including animal droppings, disposed of properly. Tracks and divots repaired.
- Equipment**- Any equipment being used needs to be put back where designated or taken at the end of the event.
- Decorations/Banners/Signs** – removed and disposed of properly
- Personal property** – removed
- Trash** – all trash is the responsibility of the group. For large events it is recommended a dumpster is ordered. All trash must be disposed of properly.

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