

LISBON RECREATION COMMITTEE
TOWN OF LISBON, 1 NEWENT ROAD, LISBON, CT 06351
APPLICATION FOR USE OF ATHLETIC FIELDS and FACILITIES

DATE OF APPLICATION _____

FIELD or FACILITY REQUESTED

Baseball _____ Softball _____ Soccer _____ Track _____ Tennis Courts _____ Pavilion _____

Cross Country Trails _____ Other (Please Describe) _____

REASON FOR FIELD or FACILITY USE: _____

INDIVIDUAL or NAME OF ORGANIZATION AND CONTACT PERSON REQUESTING USE:

INDIVIDUAL or ORGANIZATION CONTACT PERSON:

ADDRESS: _____

PHONE NUMBER: _____ EMAIL: _____

ORGANIZATION IS COMPRISED OF (CHECK ONE)

All Lisbon Residents _____ Some Lisbon Residents _____ No Lisbon Residents _____

REQUESTED DATES AND TIMES*

☐ I HAVE READ AND SIGNED THE FIELD and FACILITY USE RULES & RESTRICTIONS FORM

Applicant's Signature

Date

LRC Field and Facility Use Coordinator Signature

Date

Approved for Use _____ Not Approved _____ (Reason) _____

**Lisbon Residents may reserve up to THREE months in advance. Non-residents may reserve no earlier than ONE month in advance.*

LISBON RECREATION COMMITTEE FIELD/PAVILION USE RULES & RESTRICTIONS

This Recreation Field Use Form must be signed by the representative of the organization wishing to use the field, and the LRC Field Coordinator, prior to using any Lisbon recreation fields. The completed form is your permission to use the selected field/pavilion. Carry it with you when playing on the field or utilizing the pavilion as proof of permission, if needed.

Field/Pavilion Use by Organizations

- No animals allowed on the fields at any time
- No alcoholic beverages allowed
- All garbage must be disposed of in trash receptacles
- If a field use changes, notify the LRC Field Use Coordinator to cancel or reschedule
- If porta-johns are in need of cleaning or damaged, notify the LRC Field Use Coordinator
- To preserve the fields, do not play on field during heavy rain
- If you have access to the gate, coaches may drive their equipment to their respective field to drop it off and then park in designated parking
- Motor vehicles are not allowed into the park area past the gate
- The gate must be locked after every use, no exceptions
- Don't allow anyone to borrow the keys or give out lock combinations to Lisbon Meadows Park
- If you have access to the Conex Box or shed, make sure the equipment is returned and stored correctly for the next coach
- Make sure all equipment is locked
- Report any misuse of the fields to the LRC Field Use Coordinator. Any suspected criminal activity should be reported immediately to the police 860-848-6500. In an emergency, dial 911.
- Certificates of liability must be valid for the dates of use, and will remain on file in the Town Hall. Should your liability insurance be canceled, the LRC has the right to cancel any further use of the fields by your organization until reinstated.

Pavilion Use by Private Individuals

- No alcoholic beverages allowed
- All garbage must be disposed of in trash receptacles
- If a use changes, notify the LRC Field Use Coordinator to cancel or reschedule
- Report any misuse of the fields to the LRC Field Use Coordinator. Any suspected criminal activity should be reported immediately to the police 860-848-6500. In an emergency, dial 911.

By signing this form, I agree with the rules and restrictions of using the LRC fields/pavilion:

Signature: _____ Date: _____

Name (printed): _____ Organization: _____

Field Location: _____

LRC Field Use Coordinator Signature: _____

LISBON RECREATION COMMITTEE

ATHLETIC FIELDS AND FACILITIES USE INSTRUCTIONS

All Athletic Field and Facilities use requests must be submitted to the Town of Lisbon Selectman's Office, then approved by the Lisbon Recreation Committee. Once approved, your event will be listed on the Lisbon Recreation Committee Calendar.

For your request to be considered, you must completely fill out, sign, and date the following forms, which may be found on the Lisbon Recreation Committee page of the Town website: <https://www.lisbonct.com/recreation-committee>

- Application for Use of Athletic Fields and Facilities
- Field Use Rules and Restrictions

You will also be required to submit a certificate of insurance, with Town of Lisbon, 1 Newent Road, Lisbon, CT 06351 listed as additionally insured, and your current COVID19 Protocols (please see "Field Use Rules & Restrictions" for current COVID19 requirements).

Send your completed forms, certificates of insurance and COVID19 protocols to: ejoseph@lisbonct.com