**Winslow Memorial Park**

**& Campground**

Neil Lyman – Park Manager-(207)865-9052 – [nlyman@freeportmaine.com](mailto:nlyman@freeportmaine.com)

Gate House – (207)865-4198

Winslow Memorial Park and Campground

c/o Freeport Town Hall

30 Main St.

Freeport, Maine 04032

**SHELTER CONTRACT 2023**

**PLEASE NOTE THAT THE MAXIMUM OCCUPANCY OF THE LARGE SHELTER IS 150 PERSONS PER EVENT AND THE SMALL IS 75. ANYTHING OVER THIS IS NOT PERMITTED**

Group Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Area to Reserve (circle one or both): Moose Lodge (Large) $200 Eagles Nest (Small) $125

Contact Person:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Caterer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Caterer Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

-Note: Caterer is mandatory if serving alcohol.

Will alcohol be served? Yes\_\_\_\_\_ No\_\_\_\_\_\_

If planning on having alcohol at your event an insured caterer must be hired to do any serving. Additionally, off-duty Freeport police must be hired to be present. Please see complete rules in the shelter information packet.

Date of Event\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Start Time\_\_\_\_\_\_\_\_\_\_\_\_\_\_ End Time\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rental Fee\_\_\_\_\_\_\_\_\_\_ (Due with This Contract)

If reserving prior to the start of the normal summer season please include a check for the full amount of the shelter. During the normal summer season reservations can be made through the gatehouse and credit will be accepted.

Credit Card (May-Early October Only)#\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Expiration Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Billing Zip code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Deposit: A $50 cash or credit deposit will be held at the gatehouse upon entrance to the park. This deposit will be returned after your event as soon as park personnel have checked the area, as long as the area has been cleaned up and everything has been returned to the way it was found.

Admission fee: Please choose one 1. Charge each person as they enter the park:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Take a head count ( must leave credit card info)\_\_\_\_\_\_\_\_\_\_\_\_\_

Park Admission is $2 for Freeport residents and $3 for non-residents. Ages 6 and under and 62 and older are free.

As an authorized representative of my group, I agree to all the rules of Winslow Park, including but not limited to those described in the previous two pages. I further understand that my rental fee is non-refundable and I agree to contract, at my own expense, Freeport off-duty police officer(s) if alcohol will be present at my function. I assume all responsibility for the actions of my group, including any individuals or companies I may contract, such as caterers or party supply rental companies, etc…

Authorized Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please send both pages of this contract with the shelter rental fee to Winslow Park at the above listed address. Rental Fee is required to hold shelter(s). Deposit and admission fees will be collected upon arrival at the park.