



TOWN OF BRENTWOOD

BARTLETT PARK AND / OR GAZEBO APPLICATION PERMIT

Date of Application: _____

Name of Organization: _____

Contact Name: (name, address, contact number) _____

_____ I hereby confirm that I have received and read the Rules and Regulations

_____ The organization’s “Proof of adequate minimum liability insurance” is attached to this application.

In addition, the applicant/organization agrees to indemnify and hold harmless the Town from and against all actions, liability, claims, suits, damages, costs, or expenses of any kind which may be brought or made against the Town or which the Town must pay and incur because of or in any manner resulting from injury, loss or damage to persons or property resulting from his/her negligent performance of or failure to perform any of his/her obligations under the terms of this application/permit.

Is the Organization a Town or Youth Organization: yes, or no? _____

Is the Organization Headquartered in the Town of Brentwood: yes, or no? _____

Description of Activity and/or Event: _____

Day and Times Requested:

From: _____ To: _____

Beginning: _____ Ending: _____

Does the event charge a Fee? Yes_No _____

If yes, for what purpose: _____

Expected number of participants: _____

Age Range: _____

Town Hall | 4300 39th Place | Brentwood, Maryland 20722 | (301) 927-3344 | info@brentwoodmd.gov





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RULES & REGULATIONS

The Gazebo is in Bartlett Park and is open to all Brentwood residents and visitors. Therefore, the “The Gazebo Reservation Application/Permit” reserves only the Gazebo for the applicant’s use. The applicant and guests may, of course, use the area surrounding the Gazebo but the entire park is not part of the reservation.

The Gazebo Reservation Application/Permit must be made to the Mayor and Town Council if the Gazebo and surrounding area are going to be used for a party and /or special function. The Application/Permit must be submitted to the Town Clerk who verifies the form, log it in, collect the fee, and present it to the Council for approval/disapproval. It is not the Town Clerk who approves/disapproves the Application/Permit.

A \$50 deposit is due at the time of application.

Resident Fee: \$25

Non-Resident Fee \$100

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- The Permit fee is non-refundable.
 - All parties/special events must cease promptly at the approved time.
 - Music (if any) must be kept at a reasonable level & cease at the approved time.
 - All trash must be removed from the park and Gazebo by the applicant.
 - No beer/alcohol beverages of any kind are allowed in the Gazebo or the Park.
 - No smoking is allowed in the Gazebo or the Park.
 - No drugs are allowed in the Gazebo or the Park.
 - No profanity, cussing, loud screaming, or fighting is allowed.
 - All posted signs/decorations adhered to the Gazebo/Park must be removed at the end of your event.
 - All traffic regulations must be obeyed.
 - There is NO PARKING in the Park, on the grass, or the “blacktop”.
 - All “NO PARKING” signs must be obeyed.
 - No driving over sidewalks within the Park.
 - No destruction of Park playground equipment and/or tables/benches.
 - Do not climb the trees in the park, and do not pick the flowers.
 - Do not play in the flowerbeds or damage any trees in the Park.

Signature of Contact Individual _____

Date _____

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