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| **Town of St. Stephen** |

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|  | **Rotary Diamond & Field and all Parks: Rental Request****Requests are not considered confirmed until you receive a booking number from our agents, Monday-Friday 9am-4pm (excluding holidays).****Reservations cancelled with less than 48 hours notice are subject to full charge.****Please allow up to 2 business days for a reply. Please email requests to events@chocolatetown.ca** |  |  |
| **Renter Name /Organization:** |
| **Mailing Address:** |
| **Primary Contact Name:** | **Phone:** | **E-mail:** |
|  |  |  |

**Rental Information:**

|  |  |
| --- | --- |
| Field/Park/Diamond Requested: | Date & Time of Use: |
| Total Hours of Use: | Activity Planned: |
| Rental Start Time: | Rental Finish Time: |
| *Amount Due (if applicable):* | *Booking number:* |

**Summary of Rental Conditions:**

* Access begins 15 minutes prior to booking and 15 minutes after booking
* Users shall not be on fields or diamonds in inclement weather and agree to follow posted signage.
* *All rentals must be paid at least 48 hours prior to event start or rental is subject to cancellation.* If the field is not available, the initial fee will be refunded.
* Park By-Law: The Town of St. Stephen’s by-law regarding usage of our recreational areas is enforced by our municipal RCMP service. Any person violating any provision of the by-law is guilty of an offense. This by-law prohibits loitering or remaining in the parks between sunset and one hour before sunrise. This by-law prohibits the tampering and destruction of any and all public property. This by-law prohibits the use of motor vehicles and bicycles from all areas not designated for such usage. This by-law prohibits littering. Those individuals violating these by-laws may be subject to fines and/or prosecution.

Failure to comply with the rules and regulations of the Town of St. Stephen or GNB Public Health Guidelines for Covid-19 will result in removal from the fields, diamonds and parks, with no refund.

I understand the terms and conditions: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature