

**TOWN OF CHEVERLY**

6401 Forest Road  
Cheverly, MD 20785  
301-773-8360

POLICE CHECK – NOTES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**USE AGREEMENT PERMIT - FOR RESERVING PARK PAVILION/STAGE**

(print clearly)

NAME: \_\_\_\_\_  
Must be Cheverly resident, and must be present at Event

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_  
(daytime) (evening / weekend)

Reservation Fee: **\$30.00**  
**(NON-REFUNDABLE)**  
Date Paid: \_\_\_\_\_

\_\_\_\_\_ **TOWN PARK PAVILION/STAGE** \_\_\_\_\_  
150 attendance limit 40 parking spaces

\_\_\_\_\_ **BOYD PARK PAVILION** \_\_\_\_\_  
75 attendance limit 20 parking spaces

RESERVATION DATE: \_\_\_\_\_

TIME: \_\_\_\_\_ to: \_\_\_\_\_  
(park closes at 8:00PM or dusk)

PURPOSE: \_\_\_\_\_

Number of people attending: \_\_\_\_\_

The above named resident or town organization has reserved and is authorized to use the noted facility and agrees to:

- OBEY ALL PARK RULES (Ch. 16-town code) and abide by all regulations (**see back**) for use of the facilities.
- Exercise due care in the use of the facilities.
- Assume responsibility for damages & clean up costs in excess of normal wear and tear from the use of the facility.

INITIAL MUSIC RULE on the back

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\_\_\_\_\_  
Signature of Resident

\_\_\_\_\_  
TOWN OFFICIAL

**NOTE: Consumption or sale of alcoholic beverages in town parks is prohibited. A SPECIAL PERMIT is required for the use of alcoholic beverages. Any Cheverly Organization receiving permission is held responsible for the proper and lawful conduct of the event.**

Explain circumstances: \_\_\_\_\_  
\_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_  
Town Administrator

# REGULATIONS FOR RESERVING CHEVERLY PARK PAVILIONS

## **A PAVILION/STAGE RESERVATION USE AGREEMENT PERMIT IS REQUIRED FOR ANY GROUP OF PERSONS RESERVING A CHEVERLY PARK PAVILION/STAGE.**

Pavilions may only be reserved by a Cheverly resident, 18 years of age or older, for a gathering of family or friends of the Cheverly resident, or a Cheverly club or organization with at least 50% resident membership.

- Resident must fill out and sign a **Use Agreement Permit** and pay the **Non-Refundable Reservation Fee**.  
**NOTE:** The Cheverly resident responsible for reserving the Pavilion **MUST BE PRESENT** at the Event. If they are not present, the group will be asked to leave, by the Police.
- Permit applies to the **covered pavilion/stage only** and does not grant special access to other park facilities or allow the permit holder to restrict access to or usage of other park facilities, but does preclude other events to occur within the park or parking lot(s).
- Restrooms and Pavilion are last serviced at 3:30pm on Friday and service not provided again until the next business day.
- If the Electricity is ON in the Pavilion, you may use it for small appliances. However, the use of large electrical machinery/equipment is prohibited. **WE DO NOT GUARANTEE AVAILABILITY OF ELECTRICITY.**
- **AMUSEMENT RIDES ARE PROHIBITED** (e.g. moon bounces, pony rides, etc.).
- Permit holders may use playing fields, however, any scheduled games & practices of town teams (B&G club, Soccer club, etc.) have precedence.
- \_\_\_\_\_ Any music (*live or boom box*) must not violate Cheverly's Noise Ordinance and disturb the peace of the neighborhood. It should only be heard within the park. Police will terminate your permit if a violation occurs.
- Permit holders must leave town property and premises in good condition. All trash and refuse should be bagged, and tied securely. Users must bring their own bags.
- The Police Department may remove any individuals or groups from a town park for illegal activity or whose behavior or conduct may be considered a safety concern.
- No persons/household may reserve the Pavilion more than twice in a given year.

**The Mayor and Town Council have established park rules via the Cheverly Town Code. All park rules must be obeyed by persons utilizing the park facility. Park Pavilion/Stage reservation privileges are contingent upon compliance with these rules. This permit may be revoked and future permits denied if there is a violation of park rules, or these regulations, or improper use of park facilities is determined.**

### **Additional Restrictions to reserving park pavilion:**

- Non-Cheverly residents.
- residents who have had incidents of serving alcohol to minors.
- residents with outstanding municipal infractions, or liens against property.
- residents with delinquent Tax Bills or Business or Rental Licenses.