

VILLAGE OF WOODSTOCK
P.O. BOX 488
Woodstock, VT 05091

Phone 802 457-3456

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PERMIT FOR USE OF THE VILLAGE GREEN
WOODSTOCK, VERMONT

Application date

Name and address of non-profit organization requesting permission to use the Village Green

DATE TIME OF EVENT HOURS YOU WILL OCCUPY THE GREEN
(include set up to clean up time)

EVENT (state clearly the scope and nature of the activity to be held, number of booths, stalls, anticipated crowd size, description of all equipment to be used.) (Attach second sheet if necessary.)

\$50.00 Application fee must accompany this application.

Please Attach a Certificate of Insurance (\$1,000,000 with the Village of Woodstock named as Certificate Holder/Additional Insured)

Description of all arrangements made for traffic control:

The individual designated as responsible to the Village Trustees for compliance with the provisions of the Village Ordinance governing the Use of the Village Green, certification that the organization is based in Woodstock, and the restrictions/conditions on the reverse side.

Print Name & Title

Address

Phone

Signature

Email: _

Permission to use the Green is approved with restrictions / conditions:

A. Parking and Traffic Control:

1. Participants and Sponsors parking - Participants and individuals involved in providing the activities must park at locations away from the Green; including North and South Park Street, Mountain Avenue, Court Street, South Street and the Village Square.
2. Police officers must be furnished by and paid for by the sponsor at the rate of \$45.00 per hour.

B. Applicant should check for electricity on the Green before the event. Please understand that the electricity at the information booth is paid by the Chamber of Commerce. Please call the Chamber at 457-3555.

C. Applicant's Recycling Plan

Applicant to describe plans for the event to collect and recycle a minimum of the following items: glass, plastic and aluminum containers.

D. Additional Restrictions and Conditions established by the Board of Trustees are a condition of your permit:

1. Submit a report to the Village Manager that describes the recycling efforts of this event including quantities of products recycled and the location to which they were taken.

Approved by:

Date: _____

Chief of Police Review:

Recommend:

Police Officers:

RESTRICTIONS /CONDITIONS continued:

1. The Village Green shall be maintained in a neat and orderly condition at all times during the date of the activity and also, to the extent reasonably possible, during the setup and cleanup time for such activity.
2. Any equipment installed on the Village Green in connection with the activity shall be installed no sooner than 24 hours prior to the scheduled date of the activity and shall be removed no later than 24 hours after the scheduled date of the activity, provided however, any equipment which can be installed and removed shall be installed and removed on the day of the activity. This standard shall have separate application to any alternate date not immediately following the scheduled date.
3. No signs or equipment shall be attached to or installed upon trees or historic/memorial markers in the Village Green or upon traffic signs, parking meters, or light poles surrounding the Village Green.
- 3A. No signs or banners greater than 8 ½" x 11" be prohibited from being attached to the Village fence rails or posts.
4. No structures, or tents shall be erected or placed within fifteen feet of the trunk of any tree in the Village Green.
5. Traffic signs and parking meters surrounding the Village Green shall not be obstructed.
6. All traffic control arrangements and site layouts shall be reasonably calculated to insure the maximum safety of the public and to cause the least possible inconvenience to the public. Descriptions of arrangements for traffic control shall include the recommendations of the Village Chief of Police with respect thereto and shall clearly state any variances between actual arrangements made recommendations of the Village Chief of Police.
7. No activity shall be carried on or before 7:00 A.M. or after 10:00 P.M. without special arrangements.
8. Consideration may be given as to whether an applied for activity, if permitted, would unreasonably restrict the public access to and use of the Village Green.
9. All arrangements for and expenses relating to maintenance of the Village Green immediately before, during and immediately after a permitted activity and traffic control during a permitted activity, shall be the responsibility of the permittee.
10. Any damage to the Village Green occurring in connection with an activity (including setup and cleanup,) permitted hereunder shall be repaired at the expense of the permittee. At the option of the Board, any repair so required shall be arranged by the Board or by the permittee.
11. At the option of the Board, a written indemnification agreement or some other security may be required as a condition precedent to the holding of a permitted activity hereunder to cover all responsibilities and liabilities of the permittee under the permit or any applicable law.
12. A recycling plan must be presented with this application which may be refundable if all conditions of the permit are met, including recycling requirements. It is up to the applicant to request return of the \$50.00 fee. Such refund will be made only after the Board of Village Trustees agrees to do so.
13. Please contact the Chamber of Commerce about use of the Electricity at the Information Booth, as this is paid by the Chamber. Call 457-3555.

Additional Conditions: