

TOWN OF EAST GREENWICH: SWIFT COMMUNITY CENTER RENTAL APPLICATION

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|----------------------|----------------------|
| Organization: | Representative: |
| Street: | Street: |
| Town/City/State/Zip: | Town/City/State/Zip: |
| Phone Number: | Phone Number: |
| Alternate Number: | Alternate Number: |
| Email Address: | Email Address: |

| DATE(S) REQUESTED | START TIME | END TIME | ATTENDANCE | EVENT |
|-------------------|------------|----------|------------|-------|
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I agree that the above information is true and factual and that I have received a copy of the Swift Community Center rules and regulations. As the representative for my organization, we agree to abide by the Center's rules and regulations.

Signature: _____ Date: _____

| Office Use Only | Received | Date | Initials | 4 Hour Rental Fees (after 4 hours add \$31.60 p/hr) |
|------------------------------------|----------|------|----------|---|
| Liability Insurance Certificate | | | | Mon - Thurs: \$195 EG NP / \$220 Res. / \$320 Other |
| Alcohol Liability Ins. Certificate | | | | Fri - Sun: \$220 EG NP / \$295 Res. / \$395 Other |
| Flea Market/Festival License | | | | *Child's Birthday Party: \$220 Res. / \$320 Other |
| Raffle License | | | | *Children 12 and under |
| Security Deposit | | | | Town Department (School, Library): \$130 |

| Department | Approve | Deny | Initials | Phone |
|--------------------------------|---------|------|----------|--------------|
| Senior Center Manager | | | | 401-886-8669 |
| Director of Community Services | | | | 401-886-8626 |
| Fire Marshal | | | | 401-886-8686 |
| Town Clerk | | | | 401-886-8604 |

PLEASE NOTE: Payment is due 30 days prior to a rental. Helium balloons are not allowed in the Swift Community Center. Trampolines and inflatables (bounce houses) are not allowed on Town property. Renters must seek approval from the Fire Marshal for amplified music and decorations.