



## DANVILLE TOWN PARKS

Danville Town Hall  
36 US Route 2 West, P. O. Box 183  
Danville, VT 05828

(802) 684-3426 phone (Selectboard office)  
(802) 684-9606 fax ♦ email: [adeprospero@danvillevermont.org](mailto:adeprospero@danvillevermont.org)

Name of Requestor: \_\_\_\_\_ Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Street/P.O. Box

City

State

Zip Code

Phone: ( ) \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_

Email Address: \_\_\_\_\_

Location requested: Town Green or Hill Street Park

Date of Use: from \_\_\_\_\_ to \_\_\_\_\_

Time of Use: from \_\_\_\_\_ to \_\_\_\_\_

Estimated # of people attending: \_\_\_\_\_ Estimated # of motor vehicles: \_\_\_\_\_

Briefly describe your event and how park will be used:

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\_\_\_\_\_  
Requestor Signature & Date

\_\_\_\_\_  
Approved By & Date

Individuals may utilize either park for meetings, activities, and special events in accordance with the requirements set below.

Reservations are required for each activity and all applications will be on a first come, first serve basis. There will be no multi use agreements and the approved user may not enter into any sublease agreements with a third party.

Provisions of Use:

1. Individuals must ensure that all activities will be orderly and lawful and not of a nature to incite others to disorder, and will provide reasonable security arrangement appropriate for the activity.
2. The user will be liable for any and all damages resulting from improper activities or damage to park and/or items on the park.
3. There is to be NO smoking, NO open flames (candles, lighters, sparklers, etc.) and the use of alcoholic beverages ARE PROHIBITED.
4. Any activity for individuals under 21 must have adult supervision on the basis of one adult for every 15 young persons.
5. It is the user's responsibility to remove all property, materials, and equipment. Rubbish removal is the responsibility of the user.
6. Application must be completed and is not final until acceptance of Selectboard or authorized representative. Use of the parks may be revoked at any time for failure to abide by the rules/procedures as described herein. The Town Clerk, Selectboard or the Assistant to Selectboard is authorized to approve user request.
7. A calendar of scheduled use of the parks shall be maintained in the Town Clerk's office and Assistant to Selectboard's office.
8. The Town of Danville does not assume any liability for the acts of any organization or group using the parks. Individuals will be required to obtain their own liability insurance and provide the Town of Danville with a Certificate of Insurance naming the Town of Danville as an Additional Insured. This can be done through the individual's own insurance company or VLCT TULIP (Vermont League of Cities & Towns Tenant User Liability Insurance Policy)

<https://www.vlct.org/resource/tulip>

## TULIP

PACIF strongly recommends that whenever a municipal location or facility is rented for a special event, the renter (or "tenant user") be required to show that they have **liability coverage that will protect the municipality from a third-party lawsuit if a damaging incident occurs at the event**. Many renters can obtain this coverage through their existing insurance (with a rider, if necessary), and only need to give the municipality proof of this coverage. For the situations where no other liability insurance is available, PACIF makes it easy for renters to purchase a **Tenant User Liability Insurance Policy (TULIP)** in an online process that automatically forwards proof of the coverage to the municipality.

When an individual or group reserves the date to rent a municipal facility, you can state their need to provide liability insurance for the event. For their convenience, in case purchasing TULIP coverage turns out to be necessary, please give the renter the following instructions:

1. Go to [tulip.onebeaconentertainment.com/e/tulip/apply.aspx](https://tulip.onebeaconentertainment.com/e/tulip/apply.aspx).
2. For the Venue Name, type Vermont League of Cities and Towns into the "Search for your Venue" box, then select the municipality's location.
3. Follow the site's remaining instructions. When the renter has paid for the coverage, the municipality will automatically receive the proof it requires.