

# TOWN OF EAST GRANBY

## Facility Rental Application

### The Pavilion at Granbrook Park

110 Granbrook Park Road

*This rental agreement applies to all bookings made for facilities rented on or after July 1, 2025*



## DEPARTMENT OF PARKS AND RECREATION

79 NORTH MAIN STREET

Mailing Address: 9 Center Street  
East Granby, CT 06026

860-653-7660 (Office)  
www.EastGranbyRec.com

Type of Event : \_\_\_\_\_

Organization or Individual Name/ Applicant : \_\_\_\_\_

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

Phone Number : (\_\_\_\_\_) \_\_\_\_\_ E-Mail : \_\_\_\_\_

Date of Event : \_\_\_\_\_ Anticipated Attendance : \_\_\_\_\_

Arrival Time : \_\_\_\_\_ am/ pm Departure Time : \_\_\_\_\_ am/ pm Total Hours : \_\_\_\_\_

### Granbrook Park Pavilion Rental Information

**Reservations:** Town government organizations have priority when reserving this facility. The town reserves the right to cancel any scheduled activities in the event of an emergency or inclement weather.

**Payment Policy:** All individuals or groups, excluding Town Government organizations, must pay the full rental fee at the time of reservation. A rental agreement is not considered confirmed until full payment has been received.

#### Rental Fee:

- Up to 3 hours: Resident \$50 | Non-Resident \$75
- 3-6 hours: Resident \$100 | Non-Resident \$150
- Over 6 hours: Fee assessed case-by-case

**Rental time must account for both setup and cleanup.** The Town does not provide these services.

**Vendors:** All outside vendors, including, but not limited to, food trucks, DJs, inflatables, and other service providers, must receive prior approval from the Director of Parks & Recreation. Vendors may be required to provide proof of insurance or obtain special permits. Please list all outside Vendors below.

**Hold Harmless Agreement:** User agrees that it will indemnify and hold harmless the town and its respective officers, agents, and employees from any loss, damage, expense, and liability whatsoever kind or nature resulting directly or indirectly from the nature of use covered by this contract resulting in bodily injury including death, personal injury, or damage to property.

### I ACKNOWLEDGE AND AGREE TO THE TERMS AS STATED ABOVE.

\_\_\_\_\_  
Renter's Name - Printed

\_\_\_\_\_  
Renter's Signature

\_\_\_\_\_  
Date

*Granbrook Park is funded and maintained through the tax dollars of East Granby residents. Our goal is to make the park accessible to as many people as possible while preserving its quality and condition.*

Please complete and mail both pages of this form and payment to  
East Granby Parks & Recreation, 9 Center Street, East Granby, CT 06026.  
Check is payable to *East Granby Parks and Recreation.*

# Granbrook Park

## Facility Use Guidelines



1. The park is open from dawn to dusk. From Memorial Day weekend through Labor Day, the gate is locked overnight. Please plan your event timing accordingly.
2. No alcohol or intoxicating substances are allowed on the property.
3. Campfires are allowed by permit only, by order of the Fire Marshal.
4. All dogs must be leashed and under the control of owner.
5. Youth groups must be properly supervised in proportion to size.
6. No religious services may be conducted.
7. The park may not be used for personal financial gain.
8. All trash must be bagged and emptied into the dumpster on the back side of the property.
9. Pavilion must be returned to original setup.
10. Tables must be wiped down.
11. Keep music at a respectable volume level.
12. Do not graffiti or otherwise vandalize any structures in the park.

If you have any questions about the park facilities, please call the Parks & Recreation Office at **(860) 653-7660**. It is a good idea to visit the facilities before making reservation to ensure that our facilities meet your needs and expectations.

**I HAVE READ THE ABOVE RULES AND WILL ABIDE BY THEM.  
I WILL BE FINANCIALLY RESPONSIBLE FOR ANY DAMAGES THAT OCCUR  
DURING MY USE OF THE PARK FACILITIES.**

\_\_\_\_\_  
Renter's Signature

\_\_\_\_\_  
Date

East Granby Parks & Recreation is not responsible for any lost or stolen items.

Please complete and mail both pages of this form and payment to  
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