

Weston Volunteer Fire Department, Inc.

Application For Use Of Fire Station or Equipment

Complete this form for any event not published on the yearly training calendar

Members of the WVFD and approved community organizations may request the use of department facilities and non-emergency equipment (tables, chairs, etc.) for events not sponsored by the WVFD. Applicants must complete this application and submit it, together with proof of insurance, to the WVFD Office Secretary not less than ten days prior to the event. WVFD sanctioned events will take precedence in all scheduling conflicts.

Applicants may contact the WVFD Office Secretary regarding approval or denial of request. 203-222-2647

NAME:	DATE:
ORGANIZATION:	
PHONE:	PHONE:
EMAIL:	
DATE OF EVENT(S):	TIME:
TYPE OF EVENT:	
ESTIMATED ATTENDANCE:	
EVENT AT STATION #	
EQUIPMENT :	

Terms:

1. I agree that it is my responsibility to ensure that vehicles and/or equipment do not hinder an emergency response from the Station.
2. I agree it is my responsibility to secure and supervise all off-site parking for an event that will include 10 or more motor vehicles.
3. I agree to leave at least one parking space open and vacant for the driver of any apparatus that may be required for an emergency response.
4. I agree that no motor vehicles will be parked in front of the bay doors.
5. I agree to abide by all laws/ordinances pertaining to alcohol consumption.
6. I agree that the facility or equipment be returned in the same condition. (Station left clean, decorations removed, original configuration of furnishings.)
7. **I agree that at least 10 days prior to the event to provide the WVFD with a Certificate of Liability Insurance as set forth herein.** Organization shall provide and maintain the following insurance with insurance companies licensed to do business in the State of

Connecticut. Commercial General Liability Insurance (Bodily Injury and Property Insurance) of at least \$1,000,000 Combined Single Limits Coverage that will protect such party from claims which may arise out of, or result from such party's operations under the application, whether such operation be by him/her or for anyone for whose act he/she may be liable. The organization will provide The Weston Volunteer Fire Department (WVFD) as additional insured. If alcoholic beverages are served and not sold, host liquor liability coverage shall be included under Comprehensive General Liability Policy. Alcoholic beverages are not permitted to be sold at the WVFD.

8. I agree to assume responsibility for any necessary repairs and/or replacement of any damage that occurs during this event.

9. I agree to assume all financial responsibilities resulting from this event.

I understand the policies and regulations of the WVFD regarding the use of department facilities and/or equipment and agree to these policies and regulations.

Signature: _____

Approvals:

Office Secretary: _____ Station Captain: _____