

# Tentative Field/Facility Reservation Form

## ACTIVITY RESERVATION & SCHEDULING FORM

Town of Milford  
 Recreation Department  
 1 Union Square  
 Milford, NH 03055  
 603-249-0625 (PH)  
 603-673-2273 (FAX)

INITIAL CONTACT DATE:
-----------------------

*Field or facility space is not reserved until this form, payment, and \*insurance certificate have been received and permit approved by Milford Recreation Dept.*

### NEW ACTIVITY & SCHEDULE:

Contact Person:	Telephone:(Day)
Organization/Sponsor:	Telephone:(Evening)
Mailing Address, Town, Zip:	
Activity:	Number Participants:
Requested Field or Facility:	Age Group:
	Number Teams:
Day(s) & Date(s):	
Time(s) of Activity:	
All start dates contingent upon season opening date of the park. Notice will be given from the Town allowing access to fields.	
Special Needs/Equipment (check all requested):	
<input type="checkbox"/> Electricity: [110V] [220V] # circuits: _____ <input type="checkbox"/> Water: # Connections: _____ <input type="checkbox"/> Portable Toilets: [Addl. Cleaning] [Addl.Units-2 per 500] <input type="checkbox"/> Other (Please List):	<input type="checkbox"/> Trash: [Carry Out] [Town Removal] Schedule: _____ <input type="checkbox"/> Keys: [Gate] [Facility] Which Facility: _____ <input type="checkbox"/> Parking: [Town] [Other] Written Permission: _____
Applicant Signature: _____	

OFFICE INSTRUCTIONS:	DATE:	INITIAL:	COMMENTS:
1. Entered on Facility Calendar			
2. Insurance Certificate			
3. Other fees/charges			\$
4. Field/Facility use fee			\$
5. Recreation Approval/Permit #			#
DEPARTMENTAL SIGN OFF:	YES/NO:	DEPT DESIGNEE:	REASON:
1. Public Works (673-1662): location access & needs/equipment			
2. Police (249-0630): event notification, traffic, security			
3. Fire (249-0640): event notification, special events requirements			
4. Ambulance (249-0610): event notification, health, safety			
5. Code Enforcement (249-0620): special events, health			
6. Conservation (249-0628): special events, health			
7. Water Utilities (249-0660): water hook up			
8. BOS (249-0600): insurance, vending/concessions and event approval			
9. Recreation Commission - event approval			

\*Insurance certificate required 30 days prior to field use if affiliated with a group/organization. Individual/personal reservations not subject to insurance provisions



# Town of Milford

## RECREATION DEPARTMENT

### 2011 Fee Schedule Fields and Pool

Town Hall  
1 Union Square  
Milford, NH 03055-4240  
(603) 672-1067  
Fax (603) 673-2273  
www.milford.nh.gov

TDD Access:  
Relay NH 1-800-735-2964

	Residents		Non-Resident	
	M-F	Sat/Sun*	M-F	Sat/Sun*
<b>Keyes Field</b>				
Baseball	\$10/hour	\$15/hour	\$20/hour	\$30/hour
Softball #1	\$10/hour	\$15/hour	\$20/hour	\$30/hour
Softball #2	\$10/hour	\$15/hour	\$20/hour	\$30/hour
Soccer	\$10/hour	\$15/hour	\$20/hour	\$30/hour
Playground	n/c	n/c	n/c	n/c
Volleyball Sand Ct.	\$10/hour	\$15/hour	\$20/hour	\$30/hour
Basketball Court	\$10/hour	\$15/hour	\$20/hour	\$30/hour
Tennis Courts	\$10/hour	\$15/hour	\$20/hour	\$30/hour
Skate Park	n/c	n/c	n/c	n/c
Pavillion	\$15/hour \$75/day	\$20/hour \$100/day	\$15/hour \$75/day	\$20/hour \$100/day
Stage	\$15/hour \$75/day	\$20/hour \$100/day	\$15/hour \$75/day	\$20/hour \$100/day
<b>Shepard Park</b>				
Baseball	\$10/hour	\$15/hour	\$20/hour	\$30/hour
<b>Kaley Park</b>				
Mixed Use	\$10/hour	\$15/hour	\$20/hour	\$30/hour
Adams Field	\$10/hour	\$15/hour	\$20/hour	\$30/hour
Old Police Station	\$10/hour	\$15/hour	\$20/hour	\$30/hour
<b>Clinic/Camp/League Rate (All Fields)</b>		\$6/person/session		

\*Weekend rates apply to all reservations on holidays

**NOTE:** Fee waiver requests must be submitted in writing to MRD & will be reviewed on case by case basis by MRC. Fee waivers are based on hourly reservation fees and require a donation of equal dollar amount to the Town and/or Recreation Commission. Field fees offset the cost of operating and improving the facilities. A 20% non-waivable field/facility charge will be assessed.

Pool	Residents	Non Residents
	Pool Pass	\$15/person **
	\$60 family max	\$140 family max
Day Pass	\$5/person**	\$5/person**
Replacement Pass	\$5/pass	\$5/pass
Lifeguard Cert.	\$190 - includes materials & Prof. Rescue CPR/AED	
WSI Course	\$280 - includes materials & certification	
Parent/Child Swim	\$10/child/session	\$20/child/session
ARC Aqua Animals	\$25/person/session	\$40/person/session
Swim Lessons	(4-two week sessions w/ 8-30 min. lessons)	
Swim Team	\$60/person	\$75/person
Synchronized Swim	\$42/person	\$56/person
Senior Water Mvt.	\$15/person	\$20/person
Aqua Cardio	\$32/16/person	\$40/20/person
Fitness Swim	\$98/person	\$125/person
Adult Swim Lesson	\$25/person	\$35/person

\*\* Children ages 4 and under & Senior Citizens ages 62 and over are free.

NOTE: Pool programs require the purchase of a pool pass for the participant.

NOTE: Pool passes are non-refundable unless extenuating circumstances apply.