

**Field Request Form Town of Kingston Recreation Department**  
**33A Summer Street, Kingston, Ma 02364 (781)585-0533 Fax: (781)585-0545**

Name of Organization: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Individual Making Request: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Type of Activity or Program: \_\_\_\_\_  
 Approximate # of Participants: \_\_\_\_\_ Percentage of Kingston Residents: \_\_\_\_\_  
 Starting Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

**Norman Opachinski Field Complex - Write in times for days being requested, for each field.**

Field	Monday	Tues.	Wed.	Thurs.	Friday	Sat.	Sunday
B1							
B2							
B3							
B4							
B5							
B6							
S2 Rizzo Field							
S3							
S4							
S5							
S6							

**Reed Fields- Write in times for days being requested, for each field.**

Field	Monday	Tues.	Wed.	Thurs.	Friday	Sat.	Sunday
Harold F. Govoni Field (large field)							
Alf C. Lootz Field (middle field)							
John Candler Field (field with lights)							

**Policy:** Town recreation facilities may be used for public purposes and by groups/organizations of a non-profit nature, subject to the approval of the Recreation Commission. Each group using a facility is responsible for picking up any litter created by the event. Alcoholic beverages are prohibited at any town facilities. **Fields are not to be used when soggy and or wet with puddles.** This will help to ensure the quality of our fields. **Please read the Field-Building Use Rules and Regulations.**

It is understood that the Town of Kingston, its employees, and servants are not responsible for any injury or loss of property that may be incurred by anyone using Town facilities. Further, I hereby agree to hold the Town of Kingston, it's employees, and servants harmless from any injury or loss of property.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**Do Not Write Below This Line - To Be Completed By Recreation Department Staff**

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( ) Denied                      ( ) Approved                      ( ) Approved with the following conditions:

Date: \_\_\_\_\_ Initials: \_\_\_\_\_ Certificate of Insurance: \_\_\_\_\_

**Fee Schedule: Kingston Non-Profit and Kingston Not-For-Profit Organizations**

**Rizzo Field - \$100/hr/field with 2 hour minimum**                      Fee Due: \_\_\_\_\_

**All Other Fields \$25/hr/field with 2 hour minimum**                      Fee Due : \_\_\_\_\_

**All Other Organizations:**

**Rizzo Field - \$100/hr/field with 2 hour minimum**                      Fee Due: \_\_\_\_\_

**All Other Fields \$50/hr/field with 2 hour minimum**                      Fee Due: \_\_\_\_\_

**Fee to be determined for field use request for any non-athletic use requests.**

**Fee must be paid prior to the date of the event. Please make checks payable to Town of Kingston**