

**Ascutney Outdoors**  
**Gathering Application (less than 100 people)**

*For more information, please see the "Events and Rentals" tab at [ascutneyoutdoors.org](http://ascutneyoutdoors.org)  
or contact our Executive Director, Shelley Seward at [sms@shelleyseward.com](mailto:sms@shelleyseward.com).*

1. Sponsor/Host

- a. Name:
- b. Contact Person:
- c. Address:
- d. Phone:
- e. Email:

2. Description of Gathering

- a. Type:
- b. Estimated number of participants:
- c. Start date:                               time:  
End date:                                    time:
- d. Will alcohol be served or BYOB allowed:
- e. Scope of event and activities:

3. Fees: For information about fees and our current fee schedule, please refer to our website [www.ascutneyoutdoors.org](http://www.ascutneyoutdoors.org) under "Events and Rentals". Based on the information provided, the fee for this event will be: \$

***Attach additional details if more space is needed.***

By signing below, the Applicant agrees:

1. The Ascutney Outdoors Center and surrounding property serves our community. We hope you enjoy and respect the venue. You agree to will clean up after your event and leave the premises in the same condition as you found them. You are responsible for any damages. We appreciate your cooperation.

Initial:

2. The Applicant will indemnify and hold harmless Ascutney Outdoors and the Town of West Windsor, their officers, agents, and employees from any loss or liability which may result from claims of injury to persons or property from any cause arising out of or during the use and occupancy by the applicant or their guests, agents, or employees.

Initial:

3. Conduct. The Applicant agrees to abide by and conduct its affairs in accordance with government laws, rules and regulations, including the Ordinances of the Town of West Windsor and BYOB policy of Ascutney Outdoors.

Initial:

4. Ascutney Outdoors is authorized to reject any application for use of or activity on the property which, in its judgment, is not in accordance with its mission and obligations under the Operating Agreement with the Town of West Windsor. Ascutney Outdoors reserves the right to cancel any permission previously granted if these policies are violated.

Initial:

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Signature of Applicant

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Date

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Signature of Ascutney Outdoors

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Date