

Land Trust Office Usage Form

Southington Land Conservation Trust, Inc.
(street) 76 North Main St. (Mailing) PO Box 369
Southington, CT 06489
Phone: 860-621-9553
southingtonlandtrust.org

Organization using facility: _____

Contact Name: _____ Phone: _____

Type Of Activity: _____

Date Of Activity: _____

Set up begins: _____ Activity Begins: _____ Ends: _____ Clean up ends: _____

Absolutely NO: Open flames (includes cake candles), no smoking, nothing can be attached to the walls with tape, pins, etc., no alcohol, no loud or offensive music allowed, no animals except service animals.

No hot foods but light refreshments such as drinks, coffee, bagels, donuts, and sandwiches are allowed. There are no kitchen facilities. Six foot tables and folding chairs are available.

Please clean up bathroom, vacuum and take all garbage out with you as part of your clean up.

A \$25.00 fee will be charged for breakage of these rules. And further usage of the facility will be suspended.

By signing this form you and your organization agree to the rules and guidelines. We accept responsibility for our activity, any damages that might be incurred and any deposit that might be required. We also waive the Southington Land Conservation Trust Inc. from any liability while using this facility. SLCT will not be responsible for any articles lost, stolen or any personal injury.

Signature of authorized representative: _____

Cell phone _____ Email _____

Approved by: _____ Date: _____

Fee: _____