

The Park Plymouth Program

Operated by the Plymouth Growth & Development Corporation (PGDC)

40 Court Street Plymouth, MA 02360

Phone: (508) 747-5929 Fax: (508) 747-5939

SPECIAL EVENT / VALET USE OF SPACE PERMIT

All applicants approved to host any type of event in, or valet cars from, any Park Plymouth managed space are required to: (1) Name Plymouth Growth & Development Corporation and Park Plymouth as additional insured's on the event insurance policy and provide proof of our required insurance liability coverage limits. (2) Provide our office with a copy of the approved event application from the Town of Plymouth. (3). If applying for Valet, identify lots where cars will be stored and provide documented proof of lot owner's approval. (4) Complete all requirements listed on Park Plymouth's "Abutters Notification Form", then return it to the office with this application. (5) Pay a Non-refundable \$50.00 administrative fee to the PGDC Parking office. Any Use of Space application that does not meet these basic requirements will automatically be denied.

No Use of Space Permit will be issued until all outstanding parking violations are paid in full.
Park Plymouth reserves the right to revoke an approved Use of Space application at any time.

Fees: Non-refundable \$50.00 administrative fee, PLUS \$20.00 per metered space/timed zones Memorial Day through Labor Day, or \$10.00 per metered space/timed zones, April 1 to Memorial Day and Labor Day through December 1.

Fee Charged: _____ Payment Method _____ Accepted By: _____ Date: ____/____/____

Type of Use (please check one): Special Event Valet Other

Start Date: ____/____/____ Time: _____ End Date: ____/____/____ Time: _____

Name of Applicant: _____ Address: _____

Phone: _____ Name of Special Event or Valet Company: _____

Company Contact, Address: _____ Email: _____ Phone: _____

Name of Street/Lot, Location of Spaces Requested: _____

Number of Spaces Requested: _____ Meter Number(s) _____

List all materials, vehicles, equipment or structures that will occupy the spaces provided _____

If requesting a Valet Permit, provide address of the storage lot, name and contact information of lot owner: _____

If you are hosting a special event, will you have assigned Police Detail on site? Yes No

What is your parking plan? (Attach a separate sheet if necessary): _____

Applicant's Signature

Official Use Only

Date:

APPROVED / DENIED BY: PARK PLYMOUTH (circle one): _____
PARK PLYMOUTH, MANAGER DATE

OR

APPROVED / DENIED BY: PGDC (circle one)
 At Board Meeting PLYMOUTH GROWTH & DEVELOPMENT DATE