



FRIENDS OF MOSELEY WOODS, INC. (FOMW)

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## PAVILION RESERVATION FORM

To avoid conflicts it is recommended you apply for use of our facility as far in advance of your activity as possible.

### Reservation Requests must be sent via e-mail.

- Requests will be processed on a first-come, first-served basis.
- All requests will be acknowledged via e-mail.
- Once your time slot is approved submit the completed application (Page 2 only) along with your donation via mail to:

FOMW  
28 Spofford St.  
Newburyport, MA 01950

- A copy of the park Rules and Regulations will be e-mailed to you. Please be mindful of them.
- The park is a trash-free, **Pack-It-In, Pack-It-Out** facility. Please remove all trash generated by your activity.
- The FOMW is a group of volunteers who work on a part-time basis from their respective offices. Please be patient when awaiting a reply from any inquiry whether via e-mail or USPS. Thank you.



1. Application Date : \_\_\_\_\_

The undersigned makes application on behalf of \_\_\_\_\_ for use of: \_\_\_\_\_  
(group/organization name)

**Moseley Woods**

- Fields for sporting activities
- Pavilion – three-hour maximum time slots

*Recommended Donation Minimum of \$45.00\* per usage*

*For activities that are charging a fee we would like you to consider a larger donation than that listed for the Pavilion use. Payable to Friends of Moseley Woods, Inc. written as "FOMW"*

2. Date(s) Requested \_\_\_\_\_ 3. Time(s) Requested \_\_\_\_\_

4. Activity (please describe)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Number of Attendees \_\_\_\_\_ 6. Fees to be charged (if any) \_\_\_\_\_

\*Moseley Woods Pavilion – Recommended Tax-deductible Donation

*It is expressly understood and agreed that the regulations and ordinances of the City of Newburyport are to be strictly complied with, and that the undersigned hereby assumes full responsibility for any damages to, or loss of, City Property in consequence of such use of the accommodations described above, and engages to make the same good without any expense to the City. If a police detail is required for the event, it is understood that this is the event sponsor's responsibility.*

7.

Applicant's Name \_\_\_\_\_

Applicant's Signature \_\_\_\_\_

Address \_\_\_\_\_

Phone: H \_\_\_\_\_ W \_\_\_\_\_

Cell Phone \_\_\_\_\_

E-mail \_\_\_\_\_

<p><b>For Use by FOMW</b></p> <p>Date Application Reviewed _____</p> <p>Reviewed by: _____</p> <p>Application: Approved _____ Rejected _____</p> <p>Comments: _____</p> <p>_____</p> <p>_____</p> <p>_____</p>
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***RULES AND REGULATIONS FOR USE OF MOSELEY WOODS,  
A CITY OF NEWBURYPORT PARK***

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1. Vehicle travel and parking is restricted to paved roadway or parking lot areas. Use of other park surfaces for vehicles is prohibited.
2. Clean up after your event. The park is a ***Pack-It-In, Pack-It-Out facility***. Please carry out all trash generated by your activity.
3. Respect the park's neighbors and their property.
4. No pets allowed without a leash. The City Leash Law is in effect.
5. Pooper Scooper ordinance mandates that dog wastes shall be picked up by the pet owner. Please carry out waste when you leave the park.
6. Pony rides are not allowed with parties hosted at the Pavilion.
7. No alcohol, illegal substances or firearms permitted.
8. No fires permitted. Gas grills are permitted at the Pavilion (on lawn only).
9. No commercial business unless approved by the Moseley Woods Commission/FOMW.
10. Always leave the park as you have found it.
11. Park closes at dusk
12. No electricity available in the park or Pavilion
13. No overnight parking is allowed.
14. The zip line is for children less than 100 lbs only.
15. No smoking within the park

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***Board of Commissioners of Moseley Woods:***

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*Thomas Farrell, Chair; James Farrell, Treasurer; Kathleen Latawiec, Secretary;  
Linda Knight; Kim Kudym*

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The Friends of Moseley Woods, Inc. is a registered 501(c)(3) non-profit corporation.  
All donations are tax deductible.

For more information visit us online at: [www.MoseleyWoods.com](http://www.MoseleyWoods.com)  
E-mail: [info@MoseleyWoods.com](mailto:info@MoseleyWoods.com)