



Conditions for Abraham Nichols Park/Woods Estate Rental

By renting the Abraham Nichols Park/Woods Estate, the permit holder agrees to all of the conditions below:

1. All provisions within the Trumbull Municipal Code including, but not limited to, Chapter 15- Parks and Recreation shall be adhered to.
2. A permit is required for reservation of the Abraham Nichols Park-Woods Estate.
3. Applications will be considered on a first-come, first-served basis.
4. Applications must be submitted to the Trumbull Parks and Recreation Department at least 30 days prior to the event or your request may not be considered. No application will be considered within 3 business days of an event.
5. Permit approval will be contingent upon payment of applicable fees and submission of any necessary paperwork.
6. Fee must be submitted within 7 days of notification of permit approval.
7. Rates:

Security Deposit	\$250
Monday-Saturday	\$550
Sunday & Holidays	\$675
8. Rental Hours: 9am-midnight. Event set-up and clean-up time must be included in the rental period.
9. Security Deposit: A security deposit is required for all rentals. Security deposits will be refunded within two weeks after the rental as long as all conditions for the refund are met.
10. Parking: There is limited parking (approx. 30 spaces) available on site. Permit holders may wish to contact the Firehouse on Shelton Road or Nichols United Methodist Church to inquire about additional parking.
11. Special Vehicles: Limousines and other special vehicles may use the Shelton Road entrance to drop off guests, at the drivers/occupants vehicle owner's risk.
12. Alcohol: Alcohol, including beer and wine, will be allowed with approved permit. The sale of alcohol is strictly prohibited.
13. Grills: Only propane grills are permitted. Charcoal grills are not permitted at any time.
14. Vendors/Food Trucks/Caterers/Ice Cream: The exchange of fees for products/services is not allowed on park property. All food trucks, vendors and caterers must be contracted for the event. Advanced approval is required from the Parks and Recreation Department.
15. Decorations: Decorations may be attached to the structures with tape only. All decorations must be removed at the conclusion of the event.
16. Electricity: Electricity is available but is likely not sufficient for a large event. Generators to support lights, caterer and music should be arranged privately.
17. Music: Amplified music, including bands or DJ's, requires prior approval from the Commission and a permit from the Parks and Recreation Department.

18. Bounce Houses: Advanced permission from the Parks and Recreation Department is required for the use of bounce houses (inflatables). The permit holder is responsible for providing their own generator. A copy of the insurance certificate from the company providing the equipment must be provided in order to obtain the permit. The Town of Trumbull must be listed as an “Additionally Insured” on the certificate of insurance. The applicant is responsible for ensuring that all possible precautions are taken to avoid injury. At any time, if the wind exceeds 12 miles per hour, the bounce house MUST be deflated. The Town of Trumbull is not responsible for any injuries or damages caused by the bounce house.
19. Restrooms: Restroom facilities are limited and are not suitable for all guests. Any event with more than 50 guests requires a portable toilet (1 toilet per every additional 50 guests). Portable toilets will be coordinated by the Parks and Recreation Department and paid for by the Permit Holder. Please note that the Parks and Recreation Department is not responsible for preventing usage from the time of delivery until your event. We recommend locking the portable toilet to discourage public use before your event. Please contact the Parks and Recreation Department for pricing.
20. Tents: Any tent larger than 10’x10’ requires a permit. All tents larger than 10’x10’ must also be approved and inspected by the office of the Fire Marshal. Please call for an inspection at (203) 452-5080.
21. Trash: Trumbull Parks and Recreation Department adheres to a “Carry In - Carry Out” policy. ALL TRASH generated by the event must be removed from the site by the permit holder. Failure to remove all trash generated by the event will result in forfeiture of the security deposit. Additionally, the Town of Trumbull reserves the right to bill the permit holder for any clean-up costs related to the event.
22. Damages: In addition to the Rental Fee, the applicant is responsible for damages and material remediation as determined by the Parks & Recreation Commission and/or the Trumbull Historical Society. This includes labor costs for repairs.
23. Hold Harmless Agreement: Permit is subject to submission of properly executed hold harmless agreement indemnifying the Town of Trumbull.



Abraham Nichols Park/Woods Estate Permit Request

Submission of this request form does not constitute an approval of the event until you receive a written approval from the Trumbull Parks & Recreation Department.

Applicant Information

Sponsoring Agency (if applicable): _____

Applicant Name (must be Trumbull resident): _____

Applicant Phone: _____ Applicant Email: _____

Applicant Address: _____

City: _____ State: _____ Zip: _____

Description of Event

Detailed Description of Event: _____

Type of Event: Private Public Fund-Raising _____

Date: _____ Rain Date: _____

Start Time: _____ Completion Time: _____

Number of People Attending: _____

Request for Additional Rental Item, Permit, or Waiver

Vendor/Caterer (please list):	Bounce House/Inflatable- Insurance certificate required
Tent over 10'x10' - Fire Dept. Approval	Live Band or DJ
Alcohol Permit	Portable Restrooms (one per every 50 guests is recommended)
Other:	

Hold Harmless Clause

Notwithstanding the issuance of a permit issued by the Town of Trumbull in conjunction with this facility request. The applicant _____ shall indemnify the Town of Trumbull for and hold the Town of Trumbull harmless and free from all damages sustained by person or property and for any damages or monies paid out by the Town of Trumbull in the settlement of any claim and claims of judgement as well as for costs, expenses and attorney's fee incurred in connection therewith.

By signing this document I agree to the "Conditions for Abraham Nichols Park/Woods Estate" and the Hold Harmless Clause.

Applicant Signature: _____ Date: _____

Parks & Recreation Department Use Only	
Total Security Deposit Due: _____	Total Fees Due: _____
Date Payment Received: _____	
Permits Approved: _____	
Received By: _____	Date: _____
Approved By: _____	Date: _____
Notes:	