

# **NORWICH RECREATION DEPARTMENT**

## **Information needed for using the Norwich Huntley Meadow Pavilion**

- 1) Carry in & out required for all trash & recyclables. Please do not overfill our on site trash receptacles. *Your deposit will be used to pay for any necessary clean-up if you fail to do so.*
- 2) No possession or consumption of any form of alcohol, including in vehicles, anywhere on the property.
- 3) Please refrain from taking anything made of glass into the playground area. No climbing on roof of playground structure. Folks using the pavilion are welcome to use the playground area but will not have exclusive use since it is always open to Norwich residents.
- 4) The site is set up to comfortably accommodate approximately 25 people. For larger groups, organizer must discuss logistics with the Norwich Recreation Director.
- 5) There is at least one port-o-john from July through the end of September. During this time frame one is located at the corner of the tennis courts and the Girard Field outfield. Depending on the season, there may be one or two more on site at Huntley Meadow.
- 6) We discourage bringing dogs to group events held at Huntley Meadow. If you cannot avoid bringing a dog they must be kept under complete control. Please pick all waste promptly.
- 7) There is a water fountain at the base of the long stairs, usable during frost free seasons.
- 8) If access to drive a vehicle down to the pavilion is needed, please contact Brie at least a week in advance by calling 802-649-1419 x.5

## **Huntley Pavilion Rental Fee Structure**

For Norwich Recreation team gatherings or special events – No Charge

For Norwich residents' birthday parties or family gatherings under 30 people – No Charge

For non-residents, outside groups and resident groups of 30+, fees are: 3hrs - \$100 Full day - \$150 with a \$50 deposit

Looking for more space to use? To reserve one or more of the fields, base/softball diamonds or tennis courts, please contact the Norwich Recreation Director to determine potential extra charges. Note that generally our field rental fee is \$85/hour per lined field.

**Checks should be made payable to: Town of Norwich – Recreation & can be dropped off at Tracy Hall or mailed to: NORWICH RECREATION DEPARTMENT P.O. Box 1137, Norwich, VT 05055**

Reservations should be confirmed by calling the Recreation Department. Reservations requiring payment will be considered firm when payment is received.

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