



CITY OF SALEM, MASSACHUSETTS
PARK, RECREATION & COMMUNITY SERVICES

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MAYOR

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DIRECTOR

Salem Willows Gazebo Reservation Permit Application

Name of applicant _____

Street address of applicant _____ City _____

Contact Info: Phone _____ Email _____

Date Requested: _____ Start time: _____ End time: _____

Description of the event (cook-out, birthday party, etc.) _____

Applicant Signature: _____ Date: _____

Administration fee: Resident- \$50.00 Non-resident: \$100.00 Payment Received (date) _____

- This reservation is for the Willows Gazebo across the street from the tennis courts, up on the hill.
- Trash Policy: trash in/ trash out, permit holder will be responsible to remove all of their trash, decorations, etc., inside and outside of the Gazebo.
- Permit holder will be responsible for any damage to the gazebo, during the event.
- Approved permit must be on site during the time of the permitted reservation.
- Copy of the drivers' license from applicant may be required to support residency.
- Reallocation or subletting of the Gazebo is strictly prohibited.
- No amplified sound during the event.
- Permitted group is responsible to adhere to Salem Park & Rec. park and playground rules.
- Gas grills only, no charcoal grills.
- Tents may require a special permit
- No vehicles allowed off road and into park. (ex. for drop-off or pick-up of event materials)
- Fee is non-refundable, due to weather. Applicant can reschedule, if date is available.

NOTE: This permit application is only used to reserve time at the Gazebo. An approved permit does not give permission to have any type of amusement, inside or outside of the Gazebo. (Mechanical rides, animal rides, bouncy house, etc.)

FOR OFFICE USE: Director Approval _____ Date _____