



Town of Provincetown

Application for Public Use of Fire Station No. 3

Pursuant to Regulations Adopted by the Select Board



PART 1 – To be filled in by the Applicant

Applicant: Private Individual Private Business Nonprofit Org.

Organization Name:

Authorized Representative/Contact Name:

Email:

Address:

Phone - Days:

Evenings:

Requested Dates & Requested Times (1st shift is 10 a.m. to 4 p.m., 2nd shift is 4 p.m. to 10 p.m.)

Purpose and description of proposed use:

Do you intend to sell raffle tickets? Yes No Permit No.:

Additional Comments:

I agree to the conditions specified in the Regulations for Public Use of Fire Station No. 3 as adopted by the Board of Selectmen, and to accept the responsibilities of a Responsible Party as set forth therein.

The facility will be returned clean and debris-free, or a custodial fee of \$33.00 per hour, plus any transfer fees shall be invoiced directly to the applicant.

The key to the firehouse MUST be picked up each morning and the last shift MUST return it to the Police Station each day.

Signature:

Date:

Action of Application: I hereby Approve Do not approve the above application

Key pickup and return: Provincetown Police Department 26 Shank Painter Rd.; 508-487-1213

Scheduling: Email Address: ncantor@provincetown-ma.gov

Mailing address - Provincetown Tourism Office 260 Commercial Street; Tel: (508) 487-3298

Physical address: 330 Commercial Street, Provincetown, MA 02657

Guidelines for Scheduled Use of Fire House No. 3

Effective September 15, 2006, scheduling use of the former Fire House No. 3 (“the facility”) shall transfer from the Provincetown Police Department to the Provincetown Tourism Office (“PTO”). Following are the guidelines pertaining to scheduling use of the Facility.

Businesses, individuals and/or organizations that wish to use the Facility shall submit an Application to the PTO for Approval.

Nothing may be attached to the building doors or outside walls without written permission from the Town Manager.

In the event the Facility is not returned clean and debris-free, the DPW will be requested by the PTO to clean the Facility and dispose of any items left behind by the Applicant. The costs associated with this clean-up effort, including transfer station fees, if applicable, will be invoiced to the Applicant.

The PTO will process all applications and notify the Applicant regarding the disposition of their application.

Access to the Facility will be provided by the Police Department at 26 Shank Painter Road, who will retain custody of the key to the Facility. **The key to the firehouse MUST be picked up each morning and the last shift MUST return it to the Police Station each day.**

Key pickup and return:

Provincetown Police Department 26 Shank Painter Rd. Tel: (508) 487-1213

Scheduling:

Email: tourism@provincetown-ma.gov Tel: (508) 487-4393

Mailing Address: Tourism Department, 260 Commercial Street, Provincetown, MA 02657

Tourism Office: 330 Commercial Street, Provincetown, MA 02657