



# Town of Provincetown

## Application for Public Use of Fire Station No. 3



Pursuant to Regulations Adopted by the Select Board

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**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.:

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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.

**Signature:**      **Date:**

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.

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**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:** Mailing address - Provincetown Tourism Office  
260 Commercial Street; Tel: (508) 487-3298.  
Physical address: 330 Commercial Street

Key Returned:    Yes    No  
Space Cleared    Yes    No

Updated:  
6/2019

### **Guidelines for Schedule 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 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.

#### **Key pickup and return:**

Provincetown Police Department 26 Shank Painter Rd. 508-487-1213

#### **Scheduling:**

**Email:** [tourism@provincetown-ma.gov](mailto:tourism@provincetown-ma.gov)      **Tel:** (508) 487-3298

**Physical address:** 330 Commercial Street