



**Request for use of the Thompson Town Hall Merrill Seney Community Room, Second Floor Conference Room, Norm Babbitt Veterans Conference Room, or Parking Lot**

Name of Board /Commission/Committee/Organization:

\_\_\_\_\_

Principal Contact: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Date(s) Requested: \_\_\_\_\_

Time(s) Requested: \_\_\_\_\_

Nature of Business: \_\_\_\_\_

Please check one:    ☐ Community Room            ☐ 2<sup>nd</sup> Floor Conference Room  
                                 ☐ NBV Conference Room    ☐ Parking Lot

Approximate # of people in Attendance: \_\_\_\_\_

**The Town Hall Rooms are available for use Monday through Thursday from 8:30 a.m. to 8:00 p.m. and Friday from 8:30 a.m. to 5:00 p.m. Tables and chairs must be returned to their original locations after use.**

**Only Town departments, boards, commissions and non-profit groups may use the room. These rooms may not be used for private parties or functions, political fundraising activities, or for religious services.**

I, the undersigned, assume responsibility for any damage to the property and agree to reimburse the Town of Thompson for any loss beyond normal use and wear.

Date: \_\_\_\_\_ Signed: \_\_\_\_\_

*Return to Selectmen's Office, Town Hall, 815 Riverside Dr., P.O. Box 899, North Grosvenordale, CT 06255*

\_\_\_\_\_

FOR OFFICE USE

APPROVED

Date: \_\_\_\_\_

\_\_\_\_\_

First Selectman

File Copy \_\_\_\_\_ Applicant Copy \_\_\_\_\_

Rev. 03/08/2016