

Town of Chilmark Beach Event Application



Beach Sticker Superintendent: Martina Mastromonaco

Town of Chilmark Beach Event Application

Permit for Beach Event

For the _____ Beach
Menemsha/Squibnocket

Event Date: _____ Event Time: Start _____ End _____

Type of Event:

<input type="checkbox"/> Wedding Reception <input type="checkbox"/> Cook out <input type="checkbox"/> Business Group <input type="checkbox"/> Non-Profit Group <input type="checkbox"/> Other _____	Catering Company _____ Phone # _____ Contact Person _____ Catering Fee \$100.00 _____ Check Number # _____
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Age Group _____ Number of People Expected to Attend the Event _____

Name of Applicant _____

Address: On Island _____
Off Island _____

Island Phone # _____ Off Island Phone # _____

Fax # _____

Mode of Transportation to be used

<input type="checkbox"/>	Taxi	Company _____	Contact Phone # _____
<input type="checkbox"/>	Bus	Company _____	Contact Phone # _____
<input type="checkbox"/>	Van	Contact Phone # _____	
<input type="checkbox"/>	Other	Please Specify _____	

Chief of Police 645-3310	Fire Chief 645-2550	Board of Health 645-2105	Superintendent of Beaches 693-6008
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_____ Approved	_____ Approved	_____ Approved	_____ Approved
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_____ Date	_____ Date	_____ Date	_____ Date
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I the above applicant have received, understand and will comply with the regulations regarding a beach event in the Town of Chilmark. If event is catered I understand there is a fee of \$100.00 and caterer report form must be completed prior to approval.

PRINT Fee Paid _____ Event Number _____	SIGNATURE _____	DATE _____
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Regulations for Town of Chilmark Beach Department

Beach Event

- 1) Only one event a week will be scheduled per beach. This is done on a first come basis.
- 2) Events shall not exceed **forty** people.
- 3) Permit from the board of health must be submitted from the catering company along with permit for catered beach event, the catering company must submit the menu to BOH.
- 4) A copy of the catering company's license must be on file with the Town of Chilmark and can be submitted along with application.
- 5) For a gathering over **ten** people. Taxis or mini-buses are required for transportation. No cars will be allowed in Menemsha for these events.
- 6) No tents or chairs are allowed.
- 7) The permittee is responsible for the removal of **ALL** trash. Town trash cans or dumpsters may **NOT** be used.
- 8) All events on Menemsha Beach will be to the east of the second groin and they will not have exclusive use of any portion of the beach.
- 9) Hours of events are limited to 5:00 PM- 11:00 PM
- 10) All applications must be signed by the Police Chief. If you are planning to have a fire to cook Fire Chief must also sign application. If event is catered application must also be signed by the Board of Health. **Do not submit application before ALL appropriate departments have approved.**
- 11) Applications will be submitted to the superintendent of beaches only after they have been signed by the Police Chief, Fire Chief and the Board of Health for the final approval.
- 12) Please include a letter explaining any special conditions that may exist.

Cook out Menemsha or Squibnocket

- 1) There are **NO** open fires allowed in the State of Massachusetts.
 - 2) All fires on the beach must be contained in a grill.
 - 3) **NO** fires are to be left unattended.
 - 4) Grills are to be placed at a minimum of twenty-five feet from any beach grass, and are **NOT** to be placed on the dunes.
 - 5) Fires must be extinguished at the end of use; contents (cooking coals) must be buried at a minimum of two feet below the sand, in the inter-tidal zone and then doused with water.
 - 6) THERE ARE NO TRADITIONAL CLAMBAKES ALLOWED BETWEEN JUNE 15-LABOR DAY.
 - 7) *If event is catered a copy of regulation must be provided to caterer, catered events must fill out caterers report form to be approved by Board of Health.(\$100.00 fee for catered events).*
- ALL APPLICATIONS MUST BE SIGNED AT THE BOTTOM, CONFIRMING THAT THE APPLICANT HAS READ AND UNDERSTANDS ALL REGULATIONS PERTAINING TO A BEACH EVENT.**

Caterer Form for Beach Event

Chilmark Board of Health
Special Event Caterer Reporting Form

Caterer Name: _____

Caterer Address: _____

Caterer Phone No.: _____ Fax No.: _____

Caterer Emergency Contact Name: _____

Caterer Emergency Contact Phone No.: _____
(If No Answer At Above Phone No.)

Town In Which Caterer Is Licensed to Operate: _____
(Attach Copy of Permit)

Event Name/Title: _____

Event Location: _____

Event Date: _____ Event Hours: _____

Number To Be Served At Event: _____

Kitchen Name: _____

Kitchen address: _____

Kitchen Phone No.: _____

Types of Food Served: _____
(Attach Menu)

Signature of Caterer: _____ DATE: _____

THIS FORM ***MUST*** BE RECEIVED BY BOARD OF HEALTH IN TOWN IN WHICH THE EVENT WILL
OCCUR 24 HOURS ***PRIOR*** TO The EVENT

Catering Fee for Beach Use \$100.00
Make Payment To: Town of Chilmark
Attach Payment to original application for beach event

FEE PAID _____