

**Bethel Board of Selectmen**  
**(Drop form to First Selectman's office)**  
1 SCHOOL STREET BETHEL CT 06801  
Phone: 203-794-8501 Email: firstselectman@bethel-ct.gov

**2024 Application for**  
**Holiday Displays on PT Barnum Square**

\*\*APPLICATIONS WILL ONLY BE ACCEPTED STARTING OCTOBER 1st UNTIL NOVEMBER 1st.\*\*

Name of Organization: \_\_\_\_\_

Individual Submitting Request: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_ Town: \_\_\_\_\_ State: \_\_\_\_\_

Home phone: \_\_\_\_\_ Cell#: \_\_\_\_\_ E-mail: \_\_\_\_\_

---

**Set up is allowed to begin on SATURDAY, NOVEMBER 30, 2024.**  
**Removal of display MUST happen no later than SATURDAY, JANUARY 4, 2025.**

Utilities Required: Electricity\*: \_\_\_\_\_ Other: (please specify) \_\_\_\_\_  
\*May not be available

**CERTIFICATE OF LIABILITY INSURANCE in the amount of \$1,000,000.** Required: Yes \_\_\_

*I/we have read the policies and regulations promulgated by Bethel Parks and Recreation regarding the community use of the Parks and Recreation facilities and, as duly authorized agent for this organization, I/we agree to abide by them.*

\_\_\_\_\_  
*Date of Application*

\_\_\_\_\_  
*Signature of Applicant*

---

Certificate of Liability Insurance Received    \_\_\_yes    \_\_\_no

*Permission to use equipment*            \_\_\_ yes    \_\_\_ no  
*Police required for activity*            \_\_\_ yes    \_\_\_ no  
*Space has been reserved*            \_\_\_ yes    \_\_\_ no

Application :    *APPROVED* \_\_\_\_\_    *DISAPPROVED* \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of First Selectman*

## **RULES/REGULATIONS**

### **For Use of: P.T. Barnum Square and Other Open Areas**

- 1. Applications will be accepted no earlier than October 1<sup>st</sup> or the first business day thereafter and will be accepted no later than November 1<sup>st</sup>. Applications received after November 1<sup>st</sup> will not be considered.**
2. Displays for the holiday season will be permitted on P.T. Barnum Square beginning Saturday, November 30, 2024 and MUST be removed no later than Saturday, January 4, 2025.
3. Applications must include proof of liability insurance, a physical rendering of the display showing accurate weights, measurements and dimensions, and any wording or copy that will be visible. Applications may be reviewed by the Town building inspector and may be denied on the basis of public safety concerns.
4. The area reserved for display will not exceed 1/3 of the total open square footage of P.T. Barnum Square.
5. In the event that the number of qualified applications would exceed the display area on P.T. Barnum Square, additional locations will also be considered and placement will be determined by lottery. If a lottery is necessary under these conditions, all applications will be subject to lottery, regardless of display status in prior years.
- 6. The Board of Selectmen will consider applications on or near November 5, 2024.**
7. Applications for displays must be sponsored by a Bethel resident or organization. Applications from outside organizations or individuals not residing in the Town of Bethel will not be considered.
8. Display permits expire at the end of the display season; they do not carry over to the following year.