

Chatham Park & Recreation

Chatham Community Center
702 Main Street
Chatham, MA 02633
Telephone (508) 945-5175
Fax (508) 945-5159

www.chathamcommunitycenter.com

Information Relative to Park, Beach & Room Rentals

1. Information relative to all Chatham Park and Recreation Facilities – the Chatham Community Center, Beaches, Parks & Ball Fields is available at our new website: www.chathamcommunitycenter.com
2. You may view the **Facility Calendar** by clicking on the upper right hand button on the top menu bar with the same name found on the Home Page of the website, or by clicking on the “*Calendar*” button on the side menu bar also found on the home page. There is a filter on the top right hand portion of the calendar that will allow you to isolate the facility or room you are interested in using to check for availability for your proposed use. Once you have determined a day/date/time for your desired use of one of the facilities, you should submit a “Permission to Use Application for: Community Center, Park, Field & Beach Facilities” to reserve your space.
3. You may find a **Permission to Use Application** for: Community Center, Park, Field & Beach Facilities by clicking on the **BROCHURES & FORMS** button on the side menu bar. Download the form, fill it out and either FAX or mail the form to the Community Center using the information at the top of this page.
4. Your request will be reviewed by the Director of Park and Recreation as well as the Park and Recreation Commissioners who will review your request and grant you a permit for said use which will be mailed to you. It is important to get your Permission to Use Application submitted in a timely fashion so that it can be properly reviewed. In other words, last minute requests may not be granted. If additional information is needed regarding your application, you may either be requested to attend the Park and Recreation Commissioners’ meeting at which your Application is scheduled to be reviewed, or you may be requested to provide more information over the telephone to the Director of Park & Recreation prior to the meeting at which your request is reviewed.
5. A permit will allow you to have use of the requested facility for 2 hours.
6. There is an established Fee Schedule for Areas and Facilities.
7. The rental fee for weddings is \$100 if you are a resident or your parents reside in Chatham, and \$200 for non residents. If you will require access/parking at the Town Beaches during normal summer operating hours, each car that requires access to the parking lot will be required to pay the \$15.00 daily pass fee.

Should you have any further questions, please call Chatham Park and Recreation.