## JAMES HUGH POWERS HALL RENTAL POLICE & FIRE DEPARTMENT SIGN OFF FORM

COPY OF HALL RENTAL APPLICATION MUST BE ATTACHED.

## APPLICANT MUST CONTACT POLICE & FIRE DEPARTMENTS

POLICE DEPARTMENT	Police Contact: Lt. Belinda Carroll (781)455-7570 x225
The Police Department has reviewed the attached application for an event to be held in Powers Hall on	Event Date:
Contact person listed on right has been informed that :	Contact Person:
☐ A Police detail of officers will be required.  Contact has agreed on payment terms.	
☐ A Police detail will NOT be required.	
Signed:	Date:
Chief of Police/Designee	
FIRE DEPARTMENT	Contact Fire Prevention: (781)455-7580 Inspector Ronnie Gavel x322 Inspector Jay Steves x312
The Fire Department has reviewed the attached application for an event to be held in Powers Hall on	Event Date:
Contact person listed on right has been informed that :	Contact Person:
☐ Fire Department requires:	
Contact person has agreed to plan.	
Fire Department personnel will NOT be required.	
Signed:	Date:
Fire Chief/Designee	

This form must be completed by both the Police and Fire Departments. It must be returned to the Office of the Town Manager within 14 days of event date, or event will be cancelled.