

TOWN OF NEW CANAAN RECREATION DEPARTMENT  
 677 SOUTH AVENUE, POST OFFICE BOX 852  
 NEW CANAAN, CONNECTICUT 06840

**Contract for Rental of Waveny House**

**New Canaan Residents and New Canaan Organizations** - New Canaan residents and organizations may rent Waveny House for their OWN USE up to two years in advance. The Director of Recreation has the right to refuse or cancel use by a New Canaan resident or New Canaan organization if there is evidence that this prospective renter is in reality renting Waveny House for someone who is not a New Canaan resident or member of their immediate family.

<input type="checkbox"/> House Rental	<b>December – March</b>		
	<u>Friday Rate</u>	<u>Saturday Rate</u>	<u>Sunday Rate</u>
	\$1,700	\$2,200	\$1,700
	<b>April – November</b>		
	\$2,700	\$3,400	\$2,700
	<b>(non-refundable \$650 Deposit)</b>		

- Room Rental (special rate)
- Photo Shoot (special rate)
- Outside Only (special rate)
- Walled Garden (\$250 donation)
- Rehearsal (\$125 per hour After 4:30 p.m.)
- Rental Bond (\$750)
- Rental Furniture Bond (\$250)

**Non-Residents and Non-New Canaan Organizations**

<input type="checkbox"/> House Rental	<b>December – March</b>		
	<u>Friday Rate</u>	<u>Saturday Rate</u>	<u>Sunday Rate</u>
	\$2,200	\$2,700	\$2,200
	<b>April – November</b>		
	\$3,200	\$3,900	\$3,200
	<b>(non-refundable \$850 Deposit)</b>		

- Room Rental (special rate)
- Photo Shoot (special rate)
- Outside Only (special rate)
- Walled Garden (\$250 donation)
- Rehearsal (\$125 per hour After 4:30 p.m.)
- Rental Bond (\$750)
- Rental Furniture Bond (\$250)

**Rental Information**

RENTAL DATE: \_\_\_\_\_

RENTAL TYPE EVENT: \_\_\_\_\_

AREA(S) TO BE USED:

\*

\*Library and Billiard Room not available

APPROXIMATE HOURS OF RENTAL: \* FROM \_\_\_\_\_ TO \_\_\_\_\_

\*Curfew 1:00 a.m., 10 hours maximum

NUMBER OF EVENT PARTICIPANTS: \_\_\_\_\_ \*(Waveny House capacity is 160)

Renter Information

NAME OF INDIVIDUAL RESPONSIBLE FOR RENTAL:

\_\_\_\_\_

NAME OF ORGANIZATION, IF APPLICABLE:

\_\_\_\_\_

RESIDING ADDRESS: \_\_\_\_\_

TELEPHONE: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

(SELECT ONE)

alcoholic beverages WILL NOT be served during the event

alcoholic beverages will be served but WILL NOT be sold during the event

I have read the regulations concerning the rental use of Waveny House and by signing my name below, I agree to abide by them.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Office Use Only

(CONTRACT NOT VALID UNTIL SIGNED BY THE RECREATION DIRECTOR)

APPLICATION APPROVED Date \_\_\_\_\_

APPLICATION DISAPPROVED Date \_\_\_\_\_

NUMBER OF POLICE REQUIRED 1 per 150 guest

RECREATION DIRECTOR or his authorized agent \_\_\_\_\_ DATE \_\_\_\_\_

\_\_\_\_\_

Signature

Special Rates as determined by the Recreation Director

\_\_\_\_ Hourly Charges before 4:30 billed at \$\_\_\_\_/hour

\_\_\_\_ Hourly Charges after 4:30 billed at \$\_\_\_\_/hour

\_\_\_\_ Rehearsal- 2 hours total, minimum charge \$250

\_\_\_\_ No Fee

\_\_\_\_ Special Fee

\_\_\_\_\_