



TOWN OF  
BROOKLINE, NEW HAMPSHIRE

P.O. BOX 360 – 1 Main Street  
BROOKLINE, NH 03033-0360

Telephone (603) 673-8855  
Fax (603) 673-8136

TOWN OF BROOKLINE APPLICATION FORM  
One-Time Rental of Brookline Chapel and Brusch Hall

The rental fee for the **Chapel** is **\$275** per event. This includes Brusch Hall as a home base for before and after the event. The rental fee for **Brusch Hall** only is **\$100**. A separate fee of **\$50** is required as a refundable cleaning deposit to be returned if the facilities are sufficiently cleaned the same day of the event. Please make checks payable to "Town of Brookline". A \$30 fee will be charged on any returned checks from the bank.

Please complete the application and mail to: Sharon Sturtevant Town of Brookline PO Box 360 Brookline NH 03033. For more information contact Sharon at (603) 673-8855 X 214 email: [ssurtevant@brookline.nh.us](mailto:ssurtevant@brookline.nh.us).

\_\_\_\_\_ Request to rent the Brookline Chapel (capacity 160) and Brusch Hall (capacity 38) **\$275**.

\_\_\_\_\_ Request to rent Brusch Hall only (capacity 38) **\$100**.

Name of Organization/Individual: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Name (if different from above): \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Activity to be held: \_\_\_\_\_

Date(s) Requested \_\_\_\_\_

Time(s) of events (include set up and break down) \_\_\_\_\_

Est. number of attendees: Adults: \_\_\_\_\_ Children: \_\_\_\_\_ Age Range of Children \_\_\_\_\_

Will food/drink be served?  YES  NO If Yes, describe \_\_\_\_\_

Any Special Needs? \_\_\_\_\_ Other Requirements \_\_\_\_\_

We will charge admission  YES  NO

Person Responsible during the event: \_\_\_\_\_

Name Phone Number

\_\_\_\_\_  
Name Phone Number

Email Address: \_\_\_\_\_

I certify that I have read, understand, and agree to the following:

I shall provide adequate adult supervision of any children at all times during the use of the facilities and will assume responsibility for all fees, charges, and damage claims resulting from such use of the town facilities.

**I agree that I am responsible for clean-up following the event and that clean-up shall be completed by the end of the day of the event or the security deposit shall be forfeited.**

I agree to indemnify and hold harmless the Town of Brookline, its boards, officers, and employees to the fullest extent permitted by law, from any and all claims, damages, losses and expenses, including, but not limited to reasonable attorney's fees and legal costs arising out of the use of these rental premises by its members, officers, agents, representatives, contractors, customers, guests, and invitees.

Permission to allow the Town of Brookline to use emailed wedding/event pictures on the website for promotional purposes yes\_\_\_\_No\_\_\_\_

Signed:\_\_\_\_\_ Date:\_\_\_\_\_

Printed Name:\_\_\_\_\_ Phone:\_\_\_\_\_

Upon approval of this request, the Town will send you the approved application form. In the rare event of a natural disaster, civil defense occurrence, or adverse weather, the town retains the right to cancel and/or reschedule the event.

Application Approved: YES NO

Signed:\_\_\_\_\_ Date:\_\_\_\_\_

Comments: