



Martin Park Rental Policies

The following guidelines will apply when renting facilities at Martin Park:

1. Each group must submit a written request, at least 14 days in advance, to the Program/Facilities Assistant, requesting the use of the facility. Each request must include the type of group, number in group, contact person and phone number, day of requested visit and any special accommodations you may need (i.e. use of tables (max of 4), volleyball court, etc.). All requests will be honored on a first-come, first-served basis. A **Martin Park Party Request Form** is provided for this purpose.
2. **A complete roster of invited guests and proof of insurance must accompany the park reservation form for all non-public school groups.**
3. Payment must accompany the returned Martin Park reservation form under the following stipulations:
 - Ridgefield Board of Education** (all Ridgefield Public schools)
 - Residents (members & nonmembers): **up to 25 people: \$150.00; 26-50 people \$200.00**
 - Private Educational Groups** (Private schools, nursery schools, nature centers, day care centers)
 - Residents (members & nonmembers): **up to 25 people: \$150.00; 26-50 people \$200.00**
 - Nonresidents (members & nonmembers) **up to 25 people: \$175.00; 26-50 people: \$250.00**
 - Scouts/Ridgefield Civic Groups**
 - Residents (members & nonmembers): **up to 25 people: \$135.00; 26-50 people \$180.00**
 - Nonresidents (members & nonmembers) **up to 25 people: \$157.50; 26-50 people: \$225.00**
 - Private Non-Educational Groups** (Birthday parties, high school reunions, team parties)
 - Residents (members & nonmembers): **up to 25 people: \$150.00; 26-50 people \$200.00**
 - Nonresidents (members & nonmembers) **up to 25 people: \$175.00; 26-50 people: \$250.00**
 - Ridgefield Recreation Center Programs**
 - Program fees to be determined by the Assistant Director of Program Operations and the Aquatics Supervisor
4. Groups must adhere to the following guidelines:
 - A. All garbage must be placed into the large garbage cans distributed throughout the beach area.
 - B. Groups may be confined to one section of the beach. The Beach Coordinator or Lead Lifeguard will determine beach areas based upon size, age and make-up of the group.
 - C. Special regulations regarding police supervision, chaperones and/or additional lifeguards may apply to large groups. The Aquatics Supervisor will indicate such regulations upon final acceptance of the reservation.
 - D. All the following normal Martin Park rules and regulations must be adhered to.

Any questions about this rental policy should be directed to the Aquatics Supervisor at 203-431-2755.

Updated 4/22/24