

Town of Reading

Town Forest Use Request Form

*All fields must be complete prior to submitting request.*

Name of Requestor: \_\_\_\_\_

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

\_\_\_\_\_

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

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Organization: \_\_\_\_\_

Purpose for use: \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Time: \_\_\_\_\_

Departure Date: \_\_\_\_\_ Time: \_\_\_\_\_

Number of Guests: \_\_\_\_\_

I have read and understand the Town Forest Committee Rules and Regulations

\_\_\_\_\_

(Signature)

\_\_\_\_\_

(Date)

Important: The key and fire extinguisher must be picked up and returned to the Department of Public Works garage located at 75 New Crossing Road.

The DPW Garage is open Monday thru Friday from 7:00 am – 3:00 pm, closed holidays.

Please email this completed form to [dmalonson@ci.reading.ma.us](mailto:dmalonson@ci.reading.ma.us) and [gstrazzere@ci.reading.ma.us](mailto:gstrazzere@ci.reading.ma.us) at least 7 days prior to the arrival date requested.

You will receive an e-mail to confirm your request.