

Policy for Scheduling of the Enfield Community Building

The Enfield Board of Selectmen has established a policy for the scheduling of the Enfield Community Building. The Community Building experiences a lot of activity, including many recurring uses/users. In an effort to be fair to all potential users, scheduling for the Community Building will be as follows:

- Scheduling will be based on the following order:
 - Town Departments shall have the right to schedule first
 - Enfield-based community organizations
 - All other groups on a first come first served basis
- Reservations may be made up to one year in advance.
- Annually, between October 1 and October 31, the Town will accept Enfield-based community organization requests for the upcoming calendar year. These requests will be reviewed and scheduled on a space available basis and notification of approved schedules will be made in November of each year. All subsequent requests shall be scheduled on a first come first served basis.

Approved

Enfield Board of Selectmen

November 2, 2020