



FRIENDS
OF
POST OFFICE
SQUARE

Friends of Post Office Square
50 Federal Street, 5th floor
Boston, Massachusetts 02110
TEL 617-423-1500
www.normanbleventhalpark.org

NORMAN B.
LEVENTHAL PARK
WEDDING EVENT
APPLICATION FORM

Please complete all data and email completed form to P.O.Info@posquare.com.

Names: _____

Phone: _____ Email: _____

Contact Person For Day Of Event: _____ Cell Phone: _____

Any changes in the above information, please notify Friends of Post Office Square as soon as possible.

EVENT INFORMATION

Ceremony Date: _____ Start Time: _____ to: _____ Estimated Attendance: _____

Please provide a detailed description of proposed activities:

Please attach additional sheets as necessary.

Please note that all components of the event are subject to the approval of the Post Office Square Redevelopment Corporation.

NOTES

There is no fee associated with wedding ceremonies or photography sessions; however, the wedding party is responsible for cleaning the area used following the wedding ceremony or photographs. Any trash or decorations generated by your party must be removed prior to your departure.

APPROVALS ISSUED UNDER THE FOLLOWING CONDITIONS

- No tents, tables, chairs, altars, arbors, signs, rice, birdseed, confetti, glass.
- Cannot restrict other park visitors from the park nor close pathways.

Everything that I have stated on this application is correct to the best of my knowledge. I have read, understand and agree to abide by the policies and rules and regulations listed in the Rules of Post Office Square Redevelopment Corporation relative to the use of The Norman B. Leventhal Park at Post Office Square, as amended, as they pertain to the requested usage. By signing this application, the applicant agrees to follow all rules and regulations. The permit, if granted, is not transferable and is revocable at any time at the absolute discretion of Post Office Square Redevelopment Corporation.

Applicant Signature: _____ Date: _____

POST OFFICE SQUARE REDEVELOPMENT CORPORATION USE ONLY	
<input type="checkbox"/> Approved	Notes: _____
<input type="checkbox"/> Denied	Signature: _____ Date: _____

100616



NORMAN B. LEVENTHAL PARK

Rules and Regulations

To protect the plants, artwork, and structures, and to ensure public safety and the enjoyment of the Park for all its users, Friends of Post Office Square, in cooperation with the Boston Park Rangers of the Boston Parks and Recreation Department, ask that you please observe the following rules:

- No smoking
- No motor vehicles (including scooters and hoverboards)
- No bicycles (walking through permitted)
- No destroying or removing plant material
- No destroying or defacing park property
- No climbing on trees, fountains or structures
- No alcoholic beverages
- No skateboards or rollerskating
- No ball playing or Frisbee
- No sleeping
- No dogs (except leashed service dogs)
- No solicitation or vending
- No littering
- No bathing
- No amplified sound
- No conduct unreasonably disturbing to other park visitors
- No playing of musical instruments

All visitors are requested to follow these regulations, as well as any lawful instructions issued by the Park Staff. The Park is open to the public every day from 6:00 a.m. to 9:00 p.m.