



Castleton Recreation and Activities Center
47 Mechanic Street, Castleton, VT 05735
(802) 671-8303

Castleton Resident and Non-Castleton Resident Fee Policy

Purpose

The Town of Castleton supports Parks and Recreation programs, facilities, and services through local tax revenue. To recognize this investment by Castleton taxpayers, eligible **Castleton Residents** receive reduced program and facility fees. Individuals who do not qualify for **Castleton Resident** status under the Castleton Parks and Recreation Resident Eligibility Policy shall be charged the applicable **Non-Castleton Resident** fee.

Castleton Resident Eligibility

Castleton Resident status shall be determined in accordance with the **Castleton Parks and Recreation Resident Eligibility Policy**.

The Parks and Recreation Department may require proof of residency or eligibility for Castleton Resident rates at the time of registration or at any time participation is requested.

Program and Facility Fees

Unless otherwise established by the Parks and Recreation Department or approved by the Town of Castleton Select Board:

- **Castleton Residents** shall pay the published Castleton Resident fee.
- **Non-Castleton Residents** shall pay a fee that is **25 percent greater** than the published Castleton Resident fee.
- The Department may establish alternative fee structures for specific programs, facilities, leagues, rentals, partnerships, tournaments, special events, or other offerings when appropriate.



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Non-Castleton Resident Fee Calculation

Unless otherwise specified, **Non-Castleton Resident** fees shall be calculated by multiplying the published Castleton Resident fee by **1.25** and rounding to the nearest whole dollar.

Examples:

Castleton Resident Fee	Non-Castleton Resident Fee
\$50	\$63
\$100	\$125
\$200	\$250

Residency Verification

The Parks and Recreation Department may require documentation to verify **Castleton Resident** status or eligibility for Castleton Resident rates.

Acceptable documentation may include one or more of the following:

- Vermont driver's license or state-issued identification card showing a Castleton address.
- Utility bill dated within the previous 60 days.
- Property tax bill.
- Current lease or rental agreement.
- Voter registration showing a Castleton address.
- Current Vermont State University Castleton identification card and proof of active enrollment or employment, when applicable.
- Other official documentation approved by the Parks and Recreation Department.

Castleton Resident Rate Exceptions

The following individuals or groups are eligible for Castleton Resident rates:



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- Individuals who qualify as Castleton Residents under the Castleton Parks and Recreation Resident Eligibility Policy.
- Employees of the Town of Castleton.
- Individuals covered under an approved intermunicipal or reciprocal agreement.
- Other individuals or groups approved by the Parks and Recreation Director when doing so is in the best interest of the Department or the Town.

Misrepresentation of Residency

Any individual who knowingly provides false or misleading information regarding Castleton Resident status or eligibility for Castleton Resident rates may be subject to one or more of the following actions:

- Payment of the difference between the Castleton Resident and Non-Castleton Resident fees.
- Cancellation of registration without refund.
- Removal from a program, activity, league, event, or facility.
- Suspension or denial of future registration privileges.
- Any other administrative action deemed appropriate by the Parks and Recreation Department.

Administration

The Parks and Recreation Director or designee shall have the authority to administer, interpret, and enforce this policy and to make determinations regarding fee eligibility in circumstances not specifically addressed herein.

The Parks and Recreation Director may establish reasonable administrative procedures necessary to implement this policy, provided such procedures are consistent with policies adopted by the Town of Castleton Select Board.

Effective Date

This policy shall become effective upon approval by the Town of Castleton Select Board and shall remain in effect until amended or repealed by the Select Board.



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