

New policies and procedures for the 2020 Sales Office in response to COVID-19

First, we at Parks & Recreation hope that everyone is safe and adjusting well to the changes in all of our lives due to the Covid-19 pandemic. All of us here have remained positive throughout this crisis and have continued to plan for the 2020 Beach season. With that said, the following policies are in place for the Sales Office at Narragansett Town Beach.

On Monday, May 11th, 2020 the Sales Office will open at the South Pavilion from 9 am – 5 pm daily with limited staff. However, the office **will not** be open to the public and the following procedures will be in place.

If you wish to purchase seasonal beach passes and parking passes please send an email to mkershaw@narragansettri.gov. Once your email is received you will receive an email response with a Seasonal beach/parking pass application to fill out. Please provide the best number to reach you for any questions. Return the completed form to the email address listed above. Form is also available on our web site at <https://www.narragansettri.gov/135/Parks-and-Recreation>

Example for filling out form: If you wish to purchase two (2) adult passes (\$25.00pp) provide me the name, date of birth and address of the adult and advise if a picture exists in our system. If you need to purchase youth passes (\$10.00pp children ages 12-17) provide the name, date of birth and address of the child and advise if a picture is on file. If you wish to purchase additional Transferable Beach Passes the limit is **five (5) per household** (2020 Policy change due to Covid-19). Cost: Resident Transferable Passes \$75.00. Non-Resident/Commercial Transferable Passes \$200.00.

If you are a new resident/taxpayer and we do not have a picture on file we will make an appointment for you to get your picture taken at the South Pavilion. Please provide the necessary paperwork for proof of residency.

If you wish to purchase a seasonal parking passes (\$50.00pp) provide the year, make, model, color and license plate number of the vehicle(s) assigned the parking pass.

Payment: **ONLY** credit card payments will be accepted. When your application is received and your payment is processed you will automatically receive an email notification of your purchase with the details of the transaction.

Beach Package: Once payment is received and your application processed we will call you and ask that you respond to the South Pavilion for pick-up.

South Pavilion pick-up: When you arrive at the South Pavilion you will remain in your vehicle and will be asked for an identification for verification purposes. We will give you your beach package that will include your seasonal beach passes and parking pass. You will be responsible for putting the parking pass on the lower left side of your driver's side windshield (on the outside of the windshield).

All Town Beach policies remain in effect regarding residency requirements and all prices remain the same as in 2019. Additionally, Any and All Executive Orders issued by the Narragansett Town Manager and Governor Gina M.Raimondo remain in effect as well.

As of May 11, 2020 we have not confirmed a start date of our beach season.

Due to anticipated and possible beach operational restrictions for the 2020 season, purchase of a seasonal parking pass and or seasonal admission pass does not guarantee a parking space or admission on any given beach day.