TOWN OF NORTH GREENBUSH
APPLICATION FOR USE OF FACILITIES
AT SNYDER'S LAKE

OFFICE USE ONLY	**AMOUNT**	**CASH, CHECK, OR CARD**	**DATE**
ROOM FEE			
SECURITY DEPOSIT			

Approval of Refund	
Initial	Date

Date(s) Applied For_____
Expected Start Time _____
Finish Time _____
Approximate Number of People _____
Type of Activity/Event_____
Name of Organization
_____
Responsible Person in Charge during use of Facility_____
Address _____
Tel. No. _____Email_____

Park Hours: 10:00AM-8:00PM
There is a $150 fee for each hour after close/hour beyond your reservation

Areas to be Rented:

( ) Full Pavilion
( ) Half Pavilion
( ) Upstairs Rec Room
( ) Other: _____

RENTAL FEES

ALL RENTALS REQUIRE A SECURITY DEPOSIT OF ½ THE RENTAL FEE

Facility	**Resident Weekend**	**Non-Resident Weekend**	**Resident Weekday**	**Non-Resident Weekday**	**Resident School/Community Group Weekend**	**Resident School/Community Group Weekday**
Full Pavilion (>50 Guests)	$350	$400	$250	$300	$175	$75
Half Pavilion (<50 Guests)	$300	$350	$200	$250	N/A	N/A
Upstairs Rec. Room	$300	$350	$200	$250	$175	$75

PLEASE NOTE: There is an additional $100 charge if you would like to bring alcohol to your event. This must be purchased at the time of reservation ($100). NO GLASS BOTTLES ALLOWED.

Will you be purchasing an alcohol permit for your event? Yes ____ No ____

RULES & REGULATIONS:

1) **INSURANCE CERTIFICATE MUST BE PROVIDED.** Yes, The Certificate of Insurance shall name the Town of North Greenbush as additional insured. All Permit Holders must attach a Certificate of Insurance, naming the Town of North Greenbush as the certificate holder and additional insured for at least $1,000,000.00 per occurrence limits/$2,000,000 aggregate limits when filing for use of a building. Said insurance shall include a primary and non-contributory clause and a waiver of subrogation clause. The insurance certificate must cover all dates requested by Permit Holder. Insurance carriers must carry an A.M. Best rating of no less than A-VII.

2) **WAIVER OF LIABILITY:** Liability and responsibility for injury and property damage lies with the requiting Permit Holder. The Permit Holder acknowledges and agrees to indemnify and hold harmless the Town of North Greenbush, and/or any of its employees, officials, agents and representatives, from any and all claims, actions, proceedings, losses, costs, damages and expenses (including reasonable attorneys' and consultants' fees and disbursements) that may arise through negligence or otherwise, or that may be made from damage, loss, injury or death resulting to the property of the Town of North Greenbush, its employees or their property, or to other persons or property, resulting, from such use of Town facilities, directly or indirectly. **The Permit Holder agrees to accept responsibility for any injury or damage that occurs as a consequence of using the Town Park amenities. The Permit Holder holds the Town of North Greenbush harmless from any action brought against the Town associated with using Town property & facilities.**

3) **CLEANUP/DAMAGES/ DEPOSIT REFUND:** You are responsible for cleanup of entire area that is rented. Dumpster in parking lot MUST be used for the trash that your organization generates. PLEASE EMPTY ANY GARBAGE BINS YOU USE. If the area is not cleaned and is found to be in need of cleanup by staff, deposit will be retained. If anything is damaged (including damages from removing decorations), the organization/person in charge will be responsible for replacing the damaged item(s) and if failure to replace, deposit money will be kept toward cost of replacement. The deposit shall not constitute the total amount of damages for which the Permit Holder is responsible. The Permit Holder will pay the reasonable cost of all repairs caused by or necessitated by the use in excess of the deposit upon notice or demand by the Town. Deposit money is available for return if conditions are satisfied within three business days of the event.

4) **RESERVATIONS FIRST COME FIRST SERVE:** Payment secures your time/date.

Applications & check made payable to "TOWN OF NORTH GREENBUSH" should be sent to:

Supervisor's Office
Town of North Greenbush
2 Douglas St., Wynantskill, NY 12198
Telephone - 518-283-5313 ext.5; ext. 10 or
Email: supervisorsoffice@townofng.com

The Permit Holder accepts responsibility to pay the agreed fee (if required), see that building regulations are followed, and be responsible for any damage caused by its use.

5) **GENERAL RULES AND REGULATIONS**.
   a) Permit Holder and its use of the Town facilities must comply with Federal, state, and local laws prohibiting harassment and discrimination.
   b) The use, consumption, or possession of alcohol (except as permitted by Alcohol Permit), tobacco products, and illegal drugs by Permit Holder and its guests is expressly prohibited. The Permit Holder will ensure that the Permit Holder, its guests, or any spectators at the facility are aware of and will abide by this prohibition.
   c) Alcohol may only be consumed under the pavilion & in non-glass containers.
   d) Alcohol may only be consumed by persons over the age of 21.
   e) NO PETS
   f) No excessively loud music
   g) No swimming unless a lifeguard is on duty.
   h) The Permit Holder shall be subject to a $75 cancellation fee for all reservations up to two weeks before the scheduled event. There are NO refunds for events cancelled less than two weeks prior to the event.
   i) **Violations of these rules will result in forfeiture of deposit.**

I, _____ (Print), agree to abide by the above regulations and accept responsibility for injury or damage that occurs as a consequence of using the facilities at Snyder's Lake/Dedrick Park. Further, we hold the Town of North Greenbush harmless from any action brought against the Town, associated with our using the facilities at Dedrick Park.

Signature of Applicant: _____ Date: _____
Approved by Town Official: _____ Date: _____