

PARK PAVILION PERMIT

Office Use Only

PLEASE HAVE PERMIT WITH YOU THE DAY OF YOUR OUTING.

This is your proof of reservation.

FOR OFFICE USE ONLY

Date Permit Issued: _____ Fee Received? () Yes () No () NA Receipt number: _____

This permit is issued by _____ for the Town of Chemung.
Staff Signature

Please note, if Insurance is required you must complete a Special Event Permit Application.

ORGANIZATION/GROUP: _____ PERSON IN CHARGE AT EVENT: _____

We are a: ☐ for Profit ☐ Non-Profit (Please provide certificate of non-profit status.)

or INDIVIDUAL APPLICANT: _____ (In charge and responsible during event)

FULL ADDRESS/CITY/STATE/ZIP: _____

I am a: ☐ Resident ☐ Non-Resident of the Town of Chemung (Where do you pay taxes? Not based on Postal zone.)

PHONE # (H/C): _____ (W): _____ Email: _____

DATE(S) RESERVED: _____ ACTIVITY PLANNED: _____ APPROX. # FOR ACTIVITY: _____

Pavilions	Resident Fee	Non-Resident Fee	Non-Profit Fee
☐ White Wagon	☐ \$30	☐ \$50	☐ \$30

FEES MUST BE PAID WHEN THE APPLICATION IS SUBMITTED. Make check or money order payable to: "TOWN OF CHEMUNG".
Credit Cards can be paid in office.

RESERVATION: ☐ ENCLOSED ☐ PAID in PERSON ☐ CREDIT CARD: INVOICE # _____

(Over Please to Complete Back Side)

Town of Chemung • 48 Rotary Road EXT. Chemung, NY 14825

Phone (607) 529-3532 ext. 2 • Fax (607) 529-6331 • townclerk@townofchemung.com • www.townofchemung.com • TDD-711

CONDITIONS OF RESERVATION PERMIT

Be it known that all parks and fields owned by the Town of Chemung are open to the general public during park hours (sunrise to sunset). Reserved times indicated on this permit give the permit holder priority use of the park property during those designated times only. This form is your proof of reservation and should be with you during your event. If the permit holder is not using the pavilion during the reserved time, it reverts back to general public park use.

The person or organization receiving this permit agrees to defend, indemnify, and hold harmless, the Town of Chemung and its Officers, Agents, and Employees from any and all claims, causes of action, or liability whatsoever, including reasonable attorney's fees arising from use of the Town's premises or from activities allowed under this permit. In addition, in consideration for being granted this permit and receipt thereof, the permittee and/or his/her/its invited guests hereby release the Town of Chemung from any and all injuries, damages, and like claims arising from any source whatsoever.

Initial Below ↓

Rules and Regulations:

- _____ A. This reservation is not assignable or transferable to any other person or entity. The reservation is "Rain or Shine" and is non-refundable. In the event of forecasted bad weather, we will gladly work with you to select another day for your event. Please ask us for details.
- _____ B. The applicant shall be at least 21 years of age and shall assume full and complete responsibility for supervising and requiring safe and proper conduct by those using the Town's facilities. Children under the age of 18 require adult supervision.
- _____ C. No one shall be permitted to possess, sell, serve, or consume alcohol or marijuana products on the Town's premises per Town Law 12.08.020(E).
- _____ D. The applicant shall clean the area and properly dispose of any trash or refuse after using the premises. **Carry in – Carry out. Do not leave your trash behind.** Any dumpsters on site are paid for by private groups and not open to public use. This is an outdoor park, not staffed 24/7, and you may need to clean before use.
- _____ E. Applicant shall be responsible & liable for any damage to the premises other than normal wear & tear.
- _____ F. All Chemung property shall be restored to the same condition, or better, as such property existed at the time such property was utilized. Regarding decorations, no wall, ceiling, floor or seat covering decorations shall be utilized. **The use of adhesive tapes, glues, tacks, nails, pushpins, staples, string, etc. is strictly banned.** In addition, all decorations must be flame-resistant. Questionable decorations must be pre-approved by the Chemung Town or designee.
- _____ G. PAVILIONS CANNOT BE RESERVED FOR FUND-RAISING EVENTS.

PLEASE INITIAL EACH RULE ABOVE, SIGN AND DATE THIS PAGE AFTER THOROUGHLY READING

I have read the conditions, rules, and regulations listed on this form pertaining to this permit and agree to abide by them and all other park rules.

SIGNATURE _____ **DATE** _____

Please submit the completed permit and appropriate reservation fee to the Town of Chemung.
Your approved permit along with a receipt will be returned to you.