

**TOWN OF GREENBURGH
DEPARTMENT OF PARKS AND RECREATION**

11 Olympic Lane, Ardsley, NY 10502-1399 (914) 989-1800

RECREATION FACILITIES AND/OR EQUIPMENT PERMIT APPLICATION

NAME: _____			
ADDRESS: _____			
No.	Street	City	Zip
PHONE: Home _____		Cell: _____	Email: _____
=====			
If this application is for an organization, please complete:			
OFFICIAL NAME OF ORGANIZATION: _____			
ADDRESS: _____			
No.	Street	City	Zip
NON-PROFIT: Yes: _____ (Must attach Certificate)		No.: _____	
FOR USE OF: _____			
<i>(INDICATE NAME OF PARK, FACILITIES, EQUIPMENT, ETC.)</i>			
DAY: _____	DATE: _____	TIME: from _____ to _____	
# OF PEOPLE: _____	EVENT: _____		
ENTERTAINMENT: Yes: _____		No: _____	Type: _____

RELEASE OF LIABILITY

In consideration of permission granted by the Town of Greenburgh for the use of the following Town facility:

_____ by,

(Authorized Agent) _____ (Title)
_____, I attest that I am fully authorized by the above-named
(Name of Organization)

organization, and on behalf of that organization, I hereby release from liability, absolve and agree to hold harmless the Town of Greenburgh, its officers, employees, agents and volunteers, from any liability, claims or causes of action whatsoever arising out of any personal injury to myself, or other people in attendance at the event (whether resulting from negligence of the Town or from some other cause), resulting from said organization's use of any Town facility, property, equipment, device or assistance of Town personnel. I attest and verify that I have been informed of, have full knowledge of and assume all risks involved in the use of Town facilities.

PLEASE READ THE RULES AND REGULATIONS ON THE BACK OF THIS FORM BEFORE SIGNING

SIGNATURE OF AUTHORIZED AGENT: _____ DATE: _____

SIGNATURE OF COMMISSIONER: _____ DATE: _____

DO NOT WRITE BELOW THIS LINE

FEE _____	FORM OF PAYMENT _____	INSURANCE _____	EQUIPMENT DEPOSIT _____	DAMAGE DEPOSIT _____
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RENTAL AMOUNT: \$ _____ ADDITIONAL HOUR(S): _____ DAMAGE DEPOSIT AMOUNT: \$ _____

DATE: _____ CHECK #: _____ MONEY ORDER: _____

Credit Card:
Cardholder Name: _____ Amount: _____ Exp. Date: _____

Visa/Master# _____ Signature: _____

***Please read and sign back of form**

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RULES AND REGULATIONS FOR USE OF FACILITIES

1. In addition to the rules listed below, Permit Holders must adhere to all Town of Greenburgh Department of Parks and Recreation rules and regulations. This includes directives from the Police, Fire Marshall, Commissioner of Parks and Recreation, and other Town Officials.
2. Applications must be submitted at least four weeks prior to requested use.
3. Payment in full must accompany each application (check or money order only).
4. The Commissioner of Parks and Recreation reserves the right to reschedule groups, make special arrangements, set hours of operation or deny any application.
5. All permit holders with the exception of organizations and businesses must have a valid resident unicard to process an application.
6. Each group is required to provide adequate security, supervision, and crowd control coverage as deemed necessary to the Commissioner. No outside loitering will be permitted.
7. It is the responsibility of the permit holder to clean up after the event and leave the facility in a condition suitable to the attendant on duty.
8. All scheduled entertainment must have prior approval of the Commissioner of Parks and Recreation. In addition, all entertainment must adhere to the Town Noise Ordinances.
9. **No Refunds. All reservations are final.**
10. A **\$25.00** fee will be charged for returned checks.
11. Insurance certificates will be required for organizational use and based on the nature of use may be required for private resident use. The Town reserves the right to ask for additional coverage.
12. The Contractor/Permit Holder's insurance shall be primary to any other insurance available to the Town of Greenburgh and/or its officials, officers, agents and employees.
13. Patrons are required to conform to the rules as stated by the attendant on duty.
- 14. NO ALCOHOLIC BEVERAGES of ANY KIND ALLOWED (includes beer and wine) Initial_____**
15. **NO Dogs** allowed in any town park with exception to Hart's Brook Park Preserve and East Irvington Nature Preserve.
16. No gambling allowed.

I have read the above and understand and agree to all terms and conditions.

Signature _____