



**PARKS & RECREATION**

**Town of LaGrange Parks & Recreation Department**

120 Stringham Road  
LaGrangeville, NY 12540  
845-452-1972 www.lagrangeny.gov

**Changing Lives...Inspiring Play...Fostering Teamwork!**

**2017**

**TOWN OF LAGRANGE FREEDOM PARK FACILITY USE PERMIT APPLICATION**

Reserved use of the Freedom Park Pavilions is available by this permit to Residents and/or Organizations from the Town of LaGrange and eligible non-residents from the following towns: Beekman, Poughkeepsie, Wappingers, East Fishkill, Union Vale and Pleasant Valley. Proof of residency is required. No proxies. No dogs allowed in the park other than service dogs.

Applicant: \_\_\_\_\_ Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #'s: Home \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_

E-Mail: \_\_\_\_\_

Date of Requested Use: \_\_\_\_\_ Hours: From: \_\_\_\_\_ to: \_\_\_\_\_

**Be advised: Park gates open at 7:30am and Park closes at Dusk!**

Please check facilities being requested: MAIN PAVILION/KITCHEN \_\_\_\_\_ BALLFIELD PAVILION \_\_\_\_\_

BANDSHELL \_\_\_\_\_ FOR WHAT PURPOSE? \_\_\_\_\_

Type of Function: \_\_\_\_\_

Bounce House \_\_\_\_\_ Tent \_\_\_\_\_ Dance Floor \_\_\_\_\_ Petting Zoo/Pony Rides \_\_\_\_\_

Other (Please specify) \_\_\_\_\_ Removal Plan \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Approved by: \_\_\_\_\_

Certificate of Insurance from additional vendors may be required.

Will Town roads be used? (i.e. road race) \_\_\_\_\_ If so, LaGrange Town Board authorization may be required. A guideline sheet for road use will be provided.

Will alcoholic beverages be provided? \_\_\_\_\_

Name the person responsible to monitor alcohol consumption: \_\_\_\_\_

Organization's insurance carrier \_\_\_\_\_ or self-insured \_\_\_\_\_

**Businesses & organizations must provide a *Certificate of Insurance* naming the "Town of LaGrange as additionally insured" with this application. Submitted \_\_\_\_\_**

Will an admission fee be charged? \_\_\_\_\_ If yes, amount \$ \_\_\_\_\_ Will your group be selling anything at this event? \_\_\_\_\_ Yes \_\_\_\_\_ No **Office Approval of Associated fees:** \_\_\_\_\_

Approximate number of persons attending: \_\_\_\_\_

The applicant shall indemnify and hold the Town of LaGrange , its employees, agents and representatives harmless from all suits, actions, claims of any kind, including attorney's fees brought on account of any personal injuries, property damage or damages of any kind, or violations of any rights, suffered by any persons or property in consequence of neglect in safeguarding contract work , or on account of any act or omission by applicant or its employees, volunteers or participants. In addition, applicant shall indemnify and hold the Town of LaGrange, its employees, agents and representatives harmless from any claims or amounts arising from violation of any law, and for any agents, or assigns related to the performance of this agreement and shall be responsible for all damages, costs, expenses and fees including but not limited to reasonable attorney's fees associated therewith.

I have read, understand and agree to abide by the Facility Use Rules and Guidelines, as well as the Freedom Park and the Freedom Lake rules associated with my rental of the facility. I have the authority to act on behalf of the above-named organization and I accept responsibility for the actions and behavior of all participants.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**FREEDOM PARK FACILITY RENTAL FEE SCHEDULE**

	<u>Main Pavilion/Kitchen</u>		<u>Ballfield Pavilion</u>		<u>Swim Package Fees</u>	
	<u>Resident</u>	<u>Eligible Non-Resident</u>	<u>Resident</u>	<u>Eligible Non-Resident</u>	<u>Resident &amp; Eligible Non-Resident</u>	
(1 to 50 people)	\$175.00	\$225.00	\$60.00	\$100.00	(1-25 people)	\$75.00
(51 to 100 people)	\$270.00	\$320.00	\$105.00	\$145.00	(26-50 people)	\$125.00
(101 to 200 people)	\$385.00	\$435.00	\$155.00	\$195.00	(51-75 people)	\$200.00
(201 to 300 people)	\$490.00	\$540.00	\$205.00	\$245.00	<b>(More than 75 swimmers requires special permission from the Recreation Director)</b>	
(Over 300 people)	\$690.00	\$740.00	\$265.00	\$305.00		

**\$175.00 Cleaning Charge, if applicable:**

This cleaning fee must be paid within ten (10 ) business days after your usage if you have left the facility in unsatisfactory condition. It is the responsibility of the applicant to complete a checklist with the Park Caretaker at the conclusion of the event. If the facility is not left in satisfactory condition, you will be charged time/materials to return the facility to its original condition. No future reservation can be made until the fee is paid. \_\_\_\_\_ (initial)

I understand I am responsible for my set up and clean up. \_\_\_\_\_ (initial)

**Reservations are made after completed facility use form and payment are received.** The Town reserves the right to reject any application and to adjust the fees at their discretion. Any cancellation within six weeks of reserved date will receive a refund, minus the cancellation fee, only if the date is rebooked. Cancellations made prior to the six week deadline are eligible for refund. All cancellations are subject to a \$40 cancellation fee.

**FOR OFFICE USE ONLY**

Rental fee must accompany application. Checks made payable to: **Town of LaGrange**

**Main Pavilion Use:** \_\_\_\_ Approved \_\_\_\_ Disapproved / **Ballfield Pavilion Use:** \_\_\_\_ Approved \_\_\_\_ Disapproved

**Swim Package:** \_\_\_\_ Approved \_\_\_\_ Disapproved **Copy of Insurance supplied from outside vendors:** \_\_\_\_\_

**Total Amt Paid:** \$ \_\_\_\_\_ **Cash:** \_\_\_\_\_ **Check #** \_\_\_\_\_ **Dr/Cr** \_\_\_\_\_

\_\_\_\_\_  
**Recreation Dept. Authorized Signature**

\_\_\_\_\_  
**Date Received**