



Town of LaGrange Parks & Recreation Department
120 Stringham Road
LaGrangeville, NY 12540
845-452-1972

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

2019

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 and businesses from the Town of LaGrange and eligible non-residents from the following towns: Beekman, Poughkeepsie, Wappinger, 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/Business

Organizations and Businesses must provide a Certificate of Insurance naming the "Town of LaGrange" as additionally insured" with this application at least 2 weeks prior to the event.

Address:

Phone #'s: Home Cell Work

E-Mail:

Date of Requested Use: Hours: From: to:

Include set up and clean up times in the hours requested for use. Be advised: Park gates open at 7:30am and Park closes at Dusk!

Approximate number of persons attending:

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

BANDSHELL FOR WHAT PURPOSE?

Type of Function:

The following require a CERTIFICATE OF INSURANCE naming the Town of LaGrange as additionally insured. Certificates must be in the Recreation Office at least 2 weeks prior to the event date:

Bounce House Tent Dance Floor Petting Zoo

Other (Please specify. May require director approval)

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

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:

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 & 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:	\$380.00	\$430.00	\$150.00	\$190.00	(51-75 people)	\$200.00
(201 to 300 people:	\$490.00	\$540.00	N/A	N/A	(More than 75 swimmers requires special permission from the Recreation Director)	
(301 to 500 people:	\$640.00	\$690.00	N/A	N/A		
(501 to 750 people:	\$790.00	\$840.00	N/A	N/A		
(Over 750 people:	\$940.00	\$990.00	N/A	N/A		

\$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: <u>Town of LaGrange</u>			
Main Pavilion Use: _____ Approved _____ Disapproved		Ballfield Pavilion Use: _____ Approved _____ Disapproved	
Swim Package: _____ Approved _____ Disapproved		All Certificates of Insurance received: _____	
Total Amt Paid: \$ _____	Cash: _____	Check # _____	Dr/Cr _____
_____		_____	
Recreation Dept. Authorized Signature		Date Received	