

APPLICATION FOR USE OF PARK FACILITIES  
INDIVIDUAL APPLICATION

Village of Medina  
119 Park Avenue  
Medina, New York 14103  
Phone: 585-798-0710 Fax: 585-798-0771

Responsible Individual Name \_\_\_\_\_

Responsible Individual Address \_\_\_\_\_

Contact Phone (\_\_\_\_\_) \_\_\_\_\_

Alternate Contact Name \_\_\_\_\_

Alternate Contact Phone (\_\_\_\_\_) \_\_\_\_\_

Reserve Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Day of Week \_\_\_\_\_

Estimated Attendance \_\_\_\_\_

Name of Park \_\_\_\_\_

Area Requested \_\_\_\_\_

(Splash pad, skate park, basketball court, playground equipment, disc golf course, and ball fields are not eligible for reservation and will remain open to the public regardless of adjacent registrations.)

Type of Proposed Event \_\_\_\_\_

Proposed Method of Cleaning Park at Conclusion \_\_\_\_\_

\_\_\_\_\_

The terms and conditions, together with the attached rules and regulations shall constitute a contract between the applicant and the Village of Medina. I have read all of the attached printed rules and regulations located on page 2 of this form for use of the Village of Medina facilities. I understand and plan for the group I represent to apply to all the attached rules and regulations.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**RULES AND REGULATIONS FOR PARK FACILITY USE RESERVATION-** Any group requesting various park facilities for exclusive use will be required to complete an application for use of facilities to the Superintendent of Public Works at least ten (10) calendar days prior to the event. Approval will be given to the applicant within five (5) calendar days thereafter.

**DAMAGE-** The applicant shall be responsible for expenses incurred by the Village in correcting, cleaning, repairing, or replacing any facility or property of the Village which was damaged in connection with the activity or event for which the facility was reserved, regardless of who caused the damage.

**ALCOHOL-** Possession or consumption of alcoholic beverage on the Village of Medina park grounds is prohibited.

**INSURANCE-** The applicant assumes the entire responsibility and liability for losses, damages, and claims arising out of injury or damages to the applicant's displays, equipment, and other property brought upon the premises of the Village park and shall indemnify and hold harmless the Village, agents, and employees from any and all such losses, damages and claims.

**CLEAN-UP POLICY-** All groups must leave the park/facility in satisfactory conditions (clean and free of damage). All litter and garbage must be disposed of properly.

**FEES-** Park reservations will require a \$50/day fee paid by cash, check, or money order (payable to Village of Medina) in advance. This amount is discounted to \$25/day if the responsible individual is a village resident.

Village of Medina Parks Local Law Section 174-18 A

---

**FOR OFFICE USE ONLY**

APPLICATION APPROVED AND PERMISSION IS HEREBY GRANTED FOR THE INTENDED USE.

\_\_\_\_\_  
Superintendent of Public Works

\_\_\_\_\_  
Date

cc: Parks Department File  
Medina Police Department  
Mayor and Board