

APPLICATION FOR USE OF PARK FACILITIES
ORGANIZATION APPLICATION

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

Organization Name _____

Address of Organization _____

Contact Name _____

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 _____

In the event the application is a corporation, partnership, association, club, or group, the person signing this agreement for such entity represents to the Village that he/she has full authority to sign such contract and, in the event that he/she is not so authorized that he/she will be personally liable for the faithful performance of this agreement. 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. For your protection, the Village of Medina requires that all groups reserving any part of a Village park obtain liability insurance while using Village property to indemnify against loss resulting from bodily injury and/or property damage. A copy of the insurance certificate must be filed with the Village. Your personal insurance agent can assist you in obtaining this insurance. All persons/organizations must submit a Certificate of Insurance *with the Village of Medina listed as an additional insured*. General liability limits must be at least \$1,000,000 (one million dollars).

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 contact person 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

cc: Parks Department File
Medina Police Department
Mayor and Board

Date