

**TOWN OF BATAVIA**  
TOWN HALL  
3833 WEST MAIN STREET ROAD  
BATAVIA, NEW YORK 14020-9402

*Gregory H. Post, Supervisor*  
*Daniel G. Underhill, Deputy Supervisor*  
*Sharon White, Councilwoman*  
*Patti Michalak, Councilwoman*  
*Chad Zambito, Councilman*

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www.townofbatavia.com  
FOUNDED 1802

*Teresa M. Morasco, Town Clerk*  
*Thomas Lichtenthal, Highway. Sup't.*  
*Michael Cleveland, Town Justice*  
*Thomas Williams, Town Justice*

**APPLICATION FOR USE OF PARK FACILITIES**

**Today's Date:** \_\_\_\_\_ **Date Requested:** \_\_\_\_\_

**Pavilion Requested:** \_\_\_\_\_ **A** \_\_\_\_\_ **B**

**INFORMATION ABOUT YOUR GROUP**

Name of Organization or Individual: \_\_\_\_\_

Person In Charge: \_\_\_\_\_

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

Telephone: (Day) \_\_\_\_\_ (Night) \_\_\_\_\_

**INFORMATION ABOUT YOUR INTENDED USE OF MUNICIPAL FACILITIES**

Purpose of Use: \_\_\_\_\_

Total Participants Expected: \_\_\_\_\_

**HOLD HARMLESS AGREEMENT**

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the municipality for the use and care of the facilities. He/she on behalf of \_\_\_\_\_ does hereby covenant and agree to defend, indemnify and hold harmless the **Town of Batavia** from and against any and all liability, loss damages, claims or actions (including costs and attorneys fees) for bodily injury and/or property damage to the extent permissible by law, arising out of or in connection with the actual or proposed use of the **Town of Batavia's** property, facilities and or services by \_\_\_\_\_.

\_\_\_\_\_  
Signature of Person in Charge

**OFFICE USE ONLY**

*Date & Time Received* \_\_\_\_\_

*Permit Issued* \_\_\_\_\_

This institution is an equal opportunity provider, and employer. To file a complaint of discrimination, write to: USDA, Assistant Secretary for Civil Rights, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, S.W., Stop 9410, Washington, DC 20250-9410. Or call toll-free at (866) 632-9992 (English) or (800) 877-8339 (TDD) or (866) 377-8642 (English Federal-relay) or (800) 845-6136 (Spanish Federal-relay).

## PARK FACILITIES REGULATIONS

The use of the Parks Facilities shall be subject to the approval and rules of the Town of Batavia.

1. Organizations or Individuals wishing to use Park Facilities must first apply to the Town Clerk's Office on the prescribed form at least 72 hours in advance of the time of the reservation requested. In the event more applications are received than space is available, such applications shall be considered in the chronological order received.
2. Each application for such permit shall be accompanied by a deposit of \$25.00. Said deposit shall be for the purpose of ensuring that the pavilion and/or reserved area is undamaged and free of debris upon completion of use. If the same is undamaged and free of debris, said deposit shall be returned. If said area is either damaged or not free of debris, said deposit shall be forfeited to the Town to cover the cost of repair or cleaning. In addition, the Town may institute legal proceedings against any person for the recovery of damages caused by the use of the park or park pavilion.
3. Park Opens at 8:00 A.M. and Closes at 10:00 P.M.
4. In the event of inclement weather or an emergency, any portion of the park may be closed to the public, to vehicles or to designated persons.
5. No Alcoholic Beverages and No Glass Bottles
6. No person shall build an open fire, except in park or portable grills. Fires shall be extinguished upon leaving the park.
7. No person shall have, carry or transport any firearm, air gun, switchblade, hunting knife, slingshot, dagger, metal knuckles, bow, arrow or other dangerous weapon.
8. No person shall bring into or keep in the park any dog, cat, household pet or other animal destructive to birds and other wildlife, except dogs and cats that are in control by a leash while in the park.
9. No person shall hunt or trap game within any park boundaries. No person shall kill, injure or unnecessarily disturb any wildlife found in a park.
10. No person shall erect an inflatable structure in the park. Inflatable Structures are prohibited.
11. No person shall leave behind, dump or similarly dispose of trash, garbage, and materials of any kind in the park. Refuse is not to be dropped, thrown or scattered on park property. Carry In – Carry Out Policy is in effect.
12. No person shall, either within or outside of a park, discharge into, throw, cast, lay, drop or leave in any river, brook, stream, storm sewer or drain flowing into or through a park, any substance, matter or thing, either liquid or solid, which may or shall result in the pollution of said river, brook or stream within any park, interfere with the natural resources of any park or endanger the health of visitors to any park.
13. Certificate of Insurance required for Commercial Users:
  - ❖ General Liability Insurance- \$1,000,000 per occurrence/\$2,000,000 aggregate
  - ❖ Naming the Town as an unrestricted additional insured on the user's policy
  - ❖ The policy naming the Town as an additional insured shall: be an insurance policy from a "secured" New York State licensed insurer; contain a 30 day notice of cancellation; state that the organization's coverage shall be primary coverage for the Town; and additional insured status shall be provided with ISO endorsement CG2026 or its equivalent.
  - ❖ The user agrees to indemnify the Town for any applicable deductibles
  - ❖ Enclose a copy of the endorsement providing additional insured status
14. In case of an emergency; contact the Town Hall at (585)343-1729 or (585)356-7153.

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