



# Village of Menands

280 Broadway, Menands, NY 12204

## GANSER-SMITH MEMORIAL PARK



### APPLICATION / PERMIT

I REQUEST PERMISSION TO USE GANSER – SMITH MEMORIAL PARK.

Date of Event: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Hours: From \_\_\_\_\_ To \_\_\_\_\_

Area(s) Requested: Pavilion  Ball Field  Grove  Gazebo  All

Purpose of Event: \_\_\_\_\_ Number of People in Attendance: \_\_\_\_\_

Alcoholic Beverages: Yes  or No  (No Glass Bottles)

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

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

Home / Business Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

The undersigned, as representative of the organization described above, states that he/she has read the rules and regulations governing the use of Ganser-Smith Memorial Park on the reverse side hereof and agrees on behalf of said organization to abide by those rules and regulations at all times when using the park. Further, in return for permission to use the park exclusively, I and the members of said organization agree that we will not hold the Village of Menands nor any of its employees responsible for any injuries or damages occurring as a result of our use of the park, and that we fully and responsibly assume the risk of injury which commonly results from participation in any of the athletic or recreational activities while at the park. Further, I and the organization agree that we will indemnify and hold harmless the Village of Menands and any of its employees from any and all claims, causes of action and liabilities resulting from injuries or damages to any person or property occurring as a result of the use of the park by this organization or its guests. I agree to inform all members of this organization and their guests who use this park of the contents of this agreement and the rules and regulations on the reverse side hereof.

Individuals seeking permission for use of the Park shall include a Certificate of Insurance of their Homeowners or Renters Insurance with a minimum liability of \$300,000, that is in force the day of the event.

Business, Entities, Clubs, Organizations etc. seeking permission for use to the park shall include a Certificate of Insurance with a liability limit of \$1,000,000 that includes the Village of Menands as an Additional Insured on a Primary and Non-Contributory Basis, that is in force the day of the event.

Amusement devices such as rides, trampolines, climbing walls, pools, bouncy bounces, etc., fireworks or animals such as horses, ponies, cows, exotic animals etc. are not permitted at the park. An exception will be considered if the device is operated by a vendor and the vendor carries appropriate insurance.

I have read the foregoing and having fully understood the same I hereby execute this agreement for myself and the above-referenced organization.

Village Resident's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Deposit Received:  Certificate of Insurance:  Approved By: \_\_\_\_\_

# PARK RULES AND REGULATIONS

**GANSER-SMITH MEMORIAL PARK IS A FACILITY OF WHICH WE ARE ALL VERY PROUD. WE ARE PLEASED TO MAKE IT AVAILABLE TO RESIDENTS OF THE VILLAGE AND ASK THAT YOU TREAT THE PARK WITH THE RESPECT WE FEEL IT DESERVES. THANK YOU.**

The Park Pavilion will be made available from **April 15<sup>th</sup> – October 31<sup>st</sup>** (weather permitting), only to residents of and businesses in the Village of Menands. The person applying for its use must be at least 21 years of age and will be personally responsible for the use of the park by the group for which the application is made. The Clerk has the authority to refuse to grant a permit for valid reasons, i.e. previous problems, etc.

1. All fund-raising events must have prior approval, in writing, from the Village. The Park shall not be used for commercial purposes.
2. Keys to the Rest Rooms and Store Room in the Pavilion area can be signed for and picked up from the Police Dispatcher at the Municipal Building located at 250 Broadway on the day of your event. You must present your permit in order to receive the keys. Keys must be returned to the Police Dispatcher immediately following the conclusion of your event.
3. Only Charcoal fires are permitted in the park. Fires must be confined to grills and the barbeque pit area at the pavilion. When finished using the barbeque pit for the day **DO NOT EXTINGUISH THE COALS, REMOVE THE COALS, OR POUR WATER ON THE UNIT. Wood fires are not allowed in any area.**
4. Trash containers are placed in several areas of the park. Your party must pick up trash and place it in the containers and the Village crew will empty the containers. If we must clean the area your deposit will **not** be refunded. **LEAVE PARK FACILITIES THE WAY YOU FOUND THEM.**
5. There will be no parking beyond the fence, in the area in front of the pavilion, except for loading and unloading equipment. This helps eliminate harm to those attending your event as well as protecting the lawn and trees.
6. Cars are to be parked in designated areas only. Do not drive on any lawn areas. Unlicensed motor vehicles are prohibited in the park. Do not block fire lanes or access roads.
7. Dogs brought into the park **MUST** be kept on a leash at all times. Pet waste stations are available throughout the park.
8. Bands and stereo or musical equipment **MUST** be kept at a reasonable noise level so as not to disturb the residents of the neighborhood.
9. You are responsible for the area. You will be charged for loss of keys or any damage to the park.
10. **Smoking is prohibited in all areas of the park.**
11. Use of the park by any group of persons (10 or more) must be approved by the Village through use of this application. Park reservations may only be changed through the Village Office.
12. Park Curfew is 10:00 P.M. The park must be vacated by that time.
13. Groups or agencies that do not adhere to these rules and regulations will **NOT** be issued a permit in the future. Failure to comply with the Rules and Regulations may result in revocation of this permit.
14. **Cancellations:** If you decide to cancel your event, the Village Office must be notified at least 2 weeks prior to your scheduled event in order to receive a refund of your deposit.
15. **THESE RULES AND REGULATIONS WILL BE STRICTLY ENFORCED BY THE MENANDS POLICE DEPARTMENT.**