



# Town of Clifton Park

## OFFICE OF PARKS AND RECREATION

One Town Hall Plaza | Clifton Park, New York 12065 | (518) 371-6667 | FAX: (518) 545-4284

Mike Woerner, Director

### 2022 OUTDOOR FACILITY PERMIT APPLICATION

#### General Information

Name of Organization: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

Phone (home): \_\_\_\_\_ (work) \_\_\_\_\_ (cell) \_\_\_\_\_

Email: \_\_\_\_\_

#### Field and Pavilion Requested

<u>Town of Clifton Park Facility Rental</u> (See other side for facility description)		
Collins Park Field _____	Veterans Park Field 1 _____	Locust Lane Pool Tent _____
Collins Park Pavilion _____	Veterans Park Field 2 _____	Other: _____
	Veterans Park Field 3 _____	
	Veterans Park Pavilion _____	

Date Requested: \_\_\_\_\_ Time: \_\_\_\_\_ to \_\_\_\_\_ # of Participants: \_\_\_\_\_

#### Permit is governed by the following conditions

1. Permits valid for date(s), restricted to facility, and number of participants as indicated on permit.
2. Area and facility must be left clean. Any damage incurred is the responsibility of the permit holder.
3. Town of Clifton Park park rules (see attached) shall be adhered to. Immediate termination of the event and removal from the premises may occur by an authorized representative of the Town if in violation of these rules and regulations.
4. Obnoxious behavior or excessive noise will not be permitted.
5. Permit holder must retain permit and make available upon request by park or police official.
6. Open containers of alcoholic beverages are prohibited in all parks, unless a permit has been issued which allows for the consumption of alcoholic beverages on the premises for which the permit has been issued. Such permits are authorized solely by the Town Board via resolution. A separate "Special Alcohol Use Permit Request" form must be submitted with this form.
7. Permits are available through Clifton Park Office of Parks, Recreation and Community Affairs and must be posted at the facility rental site.
8. Permit holder may be required to obtain and show proof of insurance naming Town of Clifton Park as an "Additional Insured".

I have read the Town of Clifton Park rules and the above special conditions and agree to abide by them. I understand there is a **no refund policy** on this rental. The town will work with me on rescheduling when possible, if needed.

**Indemnity:** \_\_\_\_\_ (NAME) agrees to indemnify and hold the Town, it's officers, employees, representatives and/or agents harmless with respect to any and all claims, causes of action, suits, proceedings, damages, liabilities, losses, costs and expenses, including third party claims or actions and attorneys' fees, in connection with loss of life, personal injury and/or any loss of life, personal injury and/or property damage which may arise from and as a result of the negligent acts or omissions of \_\_\_\_\_ (NAME) or others associated in some way therewith, during or arising out of the use of any park facility located in the Town of Clifton Park, County of Saratoga, State of New York on \_\_\_\_\_ (DATE).

SIGNED: \_\_\_\_\_ APPROVED: \_\_\_\_\_

Applicant for Permit

Parks & Recreation Office

Date: \_\_\_\_\_

**RENTAL FEE SCHEDULE:**

**Payment MUST be received with rental form within one month from booking a facility**

**For Fields and Pavilions:**

1. Town Residents/Not-for Profit/Day Care/K-12 schools	Mon-Thurs \$12.00 per hour	Fri-Sun \$15.00 per hour
Business Organizations & Colleges	Mon-Thurs \$17.00 per hour	Fri-Sun \$20.00 per hour

2. Additional Fees

Lighted field	\$25.00 per game
Security, trash removal, miscellaneous (minimum of 3 hours)	\$25.00 per hour, per service

3. Field Closure - The Town of Clifton Park reserves the right to close any field due to poor field conditions. Groups, organizations, or individuals failing to honor any field closure are subject to a revoking of their field permit and removal from the premises. *It is the responsibility of the field user(s) to know the status of any given field. For field closure information, call our office.*

4. **Locust Lane Pool Tent**

Locust Lane Pool Tent (noon-3:30pm or 4pm-7:30pm)

Mon-Thurs \$55.00 per time frame	Fri-Sun \$65.00 per time frame
Additional charge for non-member guests	\$5.00 per non-member (Must be paid day of party at pool)

**Facility Descriptions**

**Collins Park** : Located on Moe Road and Route 146. Softball field, pavilion, picnic area and playground (softball field can be rented separately). There are 6 tables and 4 grills at the pavilion.

**Veterans Memorial Park at Elks Trail**: Located on MacElroy Road. This facility provides 3 softball fields and a pavilion with tables and grills. Beautiful wetlands located behind ballpark. Fields and Pavilion to be rented individually.

**Locust Lane Pool Tent**: Located in the Clifton Knolls development on Locust Lane. Pool tent area is available for rent for social gatherings. There are 6 tables located under the tent for use with rental.

**Covid-19 Requirements:**

Organizations using the facilities are responsible for complying with NYS Executive Orders, mandates and NYS Department of Health Guidance issued to prevent the Spread of the Covid-19 Virus. These guidelines change frequently. It is your responsibility to check appropriate websites for the most current guidance. Information regarding these orders, mandates, and NYS DOH Guidance documents can be found at:

- [www.governor.ny.gov](http://www.governor.ny.gov)
- [www.health.ny.gov](http://www.health.ny.gov)
- <https://coronavirus.health.ny.gov/home>

As stated above, NYS guidelines must be met, which include but not limited to: following current protocols for maximum number of attendees for social gatherings, as well as maintaining a minimum of 6' apart and wear masks when unable to do so. Please wash hands frequently and use hand sanitizer.

By signing below, I agree that I have read the above Covid-19 Requirements and understand that it is my responsibility to adhere to and fully understand the most current guidelines set forth by New York State.

\_\_\_\_\_  
Permit Applicant Signature

\_\_\_\_\_  
Date

**TOWN OF CLIFTON PARK - PARK RULES**

All Parks Open at 5:30 a.m. and close at 10 p.m.

\*\*No person may drink, consume or possess alcoholic beverages in any town park or in any park within a park district or in any other lands or property owned by the town. If any person in your group is caught with an alcohol beverage, they will be fined and your permit will be taken away.

**INITIAL** \_\_\_\_\_

Trail bikes and ATV's are prohibited.

**INITIAL** \_\_\_\_\_

Bikes are to be ridden only on bike paths, absolutely no riding on basketball or tennis courts.

**INITIAL** \_\_\_\_\_

Leash law is in effect.

**INITIAL** \_\_\_\_\_

Bands and stereo equipment (except radios) are prohibited in park areas.

**INITIAL** \_\_\_\_\_

Use of golf clubs on park land is prohibited, with the exception of Barney Road Golf Course.

**INITIAL** \_\_\_\_\_

\*\*Please pick up after yourself. Carry-in, carry-out policy. The Town of Clifton Park requires that you must take out what you bring in. If you would like to pay an additional \$75.00 per day for trash removal, please indicate.

Yes\_\_\_\_\_ No\_\_\_\_\_ **INITIAL** \_\_\_\_\_

Thank you for your cooperation and enjoy your day!

<b>For Office Use Only</b>		
Field Rental	_____	_____
Pavilion Rental	_____	_____
Field Lights	_____	_____
Security	_____	_____
Trash Removal	_____	_____
Other	_____	_____
Total Charges Due:	_____	_____
		Date Paid: _____
		Amount Paid: _____
		Payment Type: _____
		Permit Given: _____
		Staff Initials: _____