



Town of Shandaken

PARK APPLICATION

Name of Person in Charge _____

Mailing Address _____

Phone or Cell _____ (Where you can be reached the day of the party)

Email _____ (If you would like to have permit sent to you)

Facility Requested:

Glenbrook Park Big Indian Park Parish Field

Date of Event _____ Number of Guests _____

Hours (am/pm) _____ Type of Gathering _____ (wedding, fund raiser, etc.) _____

PLEASE READ THE FOLLOWING VERY CAREFULLY AND SIGN TO ITS TERMS BELOW:

RETURN THIS APPLICATION TO:

The Town Clerk's Office, PO Box 67, Shandaken, NY 12480 with **two checks**.

The **first check of \$100.00 / non-residents or \$50.00 /residents** is your **deposit**. The **second check of \$50.00** is your **fee**. Fees are now regardless of the size of your party. Non-profits please contact our office regarding fees. If you do cancel your party, please let us know immediately, since we often have a waiting list for certain weekends. Make your checks out to: **Town Clerk** (memo- on your check please indicate what park).

Your deposit will be refunded upon final inspection of the parks. Please allow at least two week for it to be returned. (We do not deposit your "deposit" check, unless there is a problem. The park staff will notify our office if there has been damage or garbage left in the parks). Ball Fields are only available if there are no prior games scheduled. Little League, Softball, Babe Ruth, Soccer and Football have priority over rentals.

DOGS: Must have recent Rabies Tag, Be Leashed & Owner responsible to clean up after dog.

GARBAGE: You must provide your own liners for the garbage cans; you bag them and **TAKE ALL GARBAGE WITH YOU AT THE END OF THE PARTY. Recycle Bins available to Rent \$5.**

You will be billed for the garbage you left behind. Please be respectful of the parks neighbors. Any other issue's, please call the Town Clerk's Office at 845-688-5004. Thank you!

FORM OF DEPOSIT/AMT.: _____

FORM OF PAYMENT & CK.# _____

Will you be serving Beer or Alcohol at your event? YES NO.

If yes, Alcoholic Beverages will be allowed provided that insurance coverage is obtained for at least \$1,000,000.00 (One Million Dollars) listing the Town of Shandaken as an additional insured. This policy must be filed with the Town Clerk at least 10 (ten) days prior to the date scheduled for the event.

I have read the above and agree to the terms of the rental

RETURN THIS ENTIRE FORM SO WE MAY PROCESS YOUR PERMIT. (Do not write below this line. Office use only)



Town of Shandaken Park Permit

Permit Granted To: _____

Location: _____

Date and Time: _____

FORM OF DEPOSIT/AMT.: _____

FORM OF PAYMENT & CK.# _____

Town Official Approval