



Town of Newstead Requests for Town Parks Use of Facilities/Pavilion Shelters

Request for use of the Newstead Town Parks Pavilions and park facilities is open to Town of Newstead residents and organizations on a first come, first served basis.

Requests for reservations must be submitted on the attached application form to the Newstead Town Hall attention of the Town Clerk by the first business day of the event year but not before.

Please note that these are open town parks and that certain areas may be used by local residents at the same time as your groups function. Approval does not give you exclusive use of the entire park area you are requesting.

Any request for use of the park that requires extra services (police, port-a-johns, area dividers, event clean-up, etc.) are the responsibility of the renter.

A \$60.00 usage fee is due at time of application and should be made payable to: "Town of Newstead- Town Park Fee"

Park Rules:

- *Alcoholic beverages (beer & wine only) allowed by special permit only
- *No glass containers of any kind allowed
- *No fireworks or fire arms of any kind allowed
- *No open fires allowed
- *No parking on the athletic fields allowed
- *If using kitchen and/or restrooms, they must be cleaned after usage.
- *You must clean up your own garbage by placing it in the on-site dumpster.
- *Clean-up of the grounds and pavilion are required when your function is finished.
- *Hours of usage are from dawn until dusk.
- *No storage of equipment at the Pavilion without prior approval. Storage of equipment at the Pavilion is limited to 72 hours prior to and after your rental date.
- *Animals in the park must be on a leash and cleaned up after.

If you have any questions, please contact Park Supt. Jim Akin at 308-9762 or Town Clerk, Dawn Izydorczak at 542-4573.



**TOWN OF NEWSTEAD
APPLICATION FOR USE OF
TOWN PARK FACILITIES/SHELTER**

PARK REQUESTING: _____ VETERANS PARK

Date of Application: _____

Organization Name: _____

_____ SKYLINE PARK

Contact Name: _____ Contact Phone#: _____

Date Requested for Use of Facility: _____

Hours Requested for Use: _____

Type of Function: _____

**** If request is for a sporting season please attach copy of full season schedule**

Approximate Number of People Expected to Attend: _____

REQUESTING USE OF: (circle all that apply)

PAVILION

KITCHEN

RESTROOMS

PLAYGROUND

PLAYING FIELDS

PARKING AREAS

THE TOWN BOARD WILL HOLD THE APPLICANT RESPONSIBLE FOR SUPERVISION OF THEIR GROUP AND FOR ANY DAMAGES TO TOWN FACILITIES/PROPERTY OCCURING DURING AND RESULTING FROM SUCH USE BY APPLICANT AND/OR THEIR GROUP

**Requests must be submitted to the Newstead Town Clerk at the Newstead Town Hall, 5 Clarence Center Rd, Akron, NY 14001 no more than 6 months in advance but not less than 72 hours in advance.

A \$60.00 fee must accompany this application. Checks should be made payable to: Town of Newstead- Town Park Fee

Park Rules: Beer or wine by Special Permit only, NO Glass containers allowed, No fireworks or fire arms allowed, NO open fires allowed, NO parking on athletic fields allowed, Kitchen/restrooms must be cleaned up after usage, Any garbage should be placed in the dumpster Clean up of the grounds/pavilion is required when done, Hours of usage are from dawn until dusk No storage of equipment at the Pavilion without prior approval. Request for extra services such as police,port-a-johns,area dividers, event clean-up, etc. are the responsibility of the renter.

APPLICANT SIGNATURE: _____ **DATE:** _____

TOWN CONTACT #:

JIM AKIN- 308-9762

PARK SUPT.



**TOWN OF NEWSTEAD
APPLICATION FOR
BEER/WINE IN TOWN PARK**

PARK REQUESTING: _____ VETERANS PARK PERMIT#: _____
_____ SKYLINE PARK

Applicants Name: _____

Applicants Address: _____

Organization Requesting Use: _____

Event Date and Type: _____

Number of People Attending: _____

The undersigned individual attests the he/she is 21 years of age or older and has read this form. He/she on behalf of _____ organization agrees to abide by the rules of the Town of Newstead for use of their town parks and agrees to be responsible to the Town of Newstead in assuring that no one in their group under the age of 21 years of age will consume alcoholic beverages at their event on town property. He/she on behalf of _____ does hereby covenant and agree to defend, _____ to indemnify and hold harmless the Town of Newstead 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 Newstead's property, facilities and/or services by _____ including but not limited to the organization's/individual's sale or distribution of alcoholic beverages.

Individual/Organizations Representative Signature Date: _____

Town Board Approval Signature Date: _____