



City of Corning Parks & Recreation Department Pavilion Permit Request Form

PAVILION REQUESTED:

Denison Park Pool Pav. (\$80/ \$85) _____	McKinney Park (2 for \$65/\$70) _____
Denison Park Pond Pav. (\$80/\$85) _____	Houghton Park (\$55/\$60) _____
Denison Park Court Pav. (\$65/\$70) _____	William St. Park (\$55/\$60) _____
Stewart Park (\$55/\$60) _____	Hillvue Park (\$55/\$60) _____
Gazebo (no charge) _____	

DAY _____ DATE _____ TIME _____

Name of Organization/Group/Family: _____

Purpose _____

Representative _____ Home Phone _____

Address _____ Work Phone _____

City, State, Zip _____

Email Address _____ Rep. Date of Birth (mm/dd/yyyy) ___/___/___

Do you request an Alcohol Permit? Yes _____ No _____

If YES, a Comprehensive General Liability policy, to include Liquor Liability Coverage, naming the City of Corning as an "Additional Insured" is required. (See Alcohol Permit Application)

Are you requesting a generators/amplified music permit (Denison Only)? Yes _____ No _____

Are you requesting a permit to have inflatable play devices at your event? Yes _____ No _____

I HAVE READ THE "CONDITIONS OF RESERVATION PERMIT RULES AND REGULATIONS" PERTAINING TO THIS PERMIT AND AGREE TO ABIDE BY THEM AND ALL OTHER PARK RULES. **I UNDERSTAND THE CITY CANNOT GUARENTEE THE CLEANLINESS OF THE PAVILION,**

_____ Date _____
Signature (Must be 21 or older to sign)

Complete, sign, make check payable to and return to:
City of Corning Parks & Recreation Department
500 Civic Center Plaza
Corning, NY 14830

FOR OFFICE USE ONLY

PERMIT PAID: CASH \$ _____ CHECK \$ _____

ALCOHOL PERMIT REQUESTED? () yes () no If yes, complete following:

PROOF OF INSURANCE PROVIDED? () yes () no

CITY OF CORNING named Additional Insured? () yes () no

LIQUOR LIABILITY? () yes () no

ALCOHOL PERMIT APPROVED BY COUNCIL () yes () no Issued by _____

City of Corning Parks & Recreation Department

Rules & Regulations for Park Facility Usage

REGULATIONS:

The person signing the facility Reservation Request Form on behalf of an organization/group/family assumes personal liability for breakage, destruction or removal of park property by any members of the group, and is responsible for the conduct of participants at their gathering.

The reservation fee is non-refundable EXCEPT for cancellations made 10 (ten) days prior to your outing or event.

Reservations are accepted on the first business day after January 1st of each year on a first come, first serve basis. No telephone reservations will be accepted. We will mail out Facility Reservation Forms on request. Requests mailed in will be taken by order of postmark.

Permit holders shall abide by all Park rules, as well as all State and Federal laws and City of Corning ordinances.

Exclusive use is limited to the facility itself and does NOT extend to restrooms, playground equipment, tennis & basketball courts, pools, and parking areas. The Sand Volleyball Court in Denison Park must be reserved in addition to the Green Pavilion to gain exclusive use of it.

All restroom amenities will be available only as weather and/or maintenance permits.

All garbage and trash must be removed from the park. Please bring your own garbage bag and remove your own trash. We are now a CARRY IN –CARRY OUT facility. We cannot guarantee that your pavilion will be clean upon your arrival, so please come prepared to do some cleaning. Parties that leave pavilions in a messy state will be charged a \$50 cleaning fee and will not be allowed to rent pavilions in the future.

The City of Corning will not be responsible for any actual or consequential damages caused by the cancellation of the reservation by either party, other than to return the reservation fee.

PARK FACILITY USE RULES:

- No parking or operation of motorized vehicles on the grass, in the pavilions or upon walkways is allowed, except by wheelchairs.
- NO GLASS bottles or containers are allowed in the Parks. NO littering.
- None of the features in the park may be moved or altered in any way, except picnic tables. Picnic tables may be moved and rearranged but all tables must be kept within 20 feet of their original position.
- NO confetti. Only birdseed or grass seed may be thrown for weddings and other ceremonies.
- NO soliciting or recruiting.
- Dogs must be kept on a leash, accompanied by a handler, under the City of Corning Leash Law. The handler is responsible for any mess the dog may make.
- Posters, decorations and banners must be placed without the use of nails or screws or defacing City property. All must be completely removed immediately following your gathering.
- NO generators or amplified music allowed.
- ALL Firearms and weapons are PROHIBITED FROM THE PARK!
- Profanity, abusive language, fighting or disturbing the peace is NOT allowed.

CONDITIONS OF RESERVATION PERMIT RULES AND REGULATIONS FOR ALCOHOL COMSUMPTION

THE PERSON OR ORGANIZATION RECEIVING THIS PERMIT AGREES TO DEFEND, INDEMNIFY AND HOLD HARMLESS, THE CITY OF CORNING, AND ITS OFFICERS, AGENTS, AND EMPLOYEES FROM ANY AND ALL CLAIMS, CAUSES OF ACTION OR LIABILITY WHATSOEVER, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING FROM USE OF THE CITY'S PREMISES OR FROM ACTIVITIES ALLOWED UNDER THIS PERMIT.

1. RULES AND REGULATIONS

- A. No one shall be permitted to serve or consume alcoholic beverages on City of Corning premises unless an application has been filed and approved by the City of Corning, including proof of insurance of a Comprehensive General Liability policy with a minimum of \$1,000,000 coverage for personal injury and \$1,000,000 property damage, per occurrence which includes Liquor Liability coverage and also names the City of Corning as an additional insured. All alcohol permit requests must be presented to the Corning City Council for approval. Proof of insurance must be filed with an Alcohol Permit Application at least two weeks prior to the regular monthly Council meeting (held on the first Monday of each month).
- B. The applicant shall be at least 21 years of age and shall assume full and complete responsibility for supervising and requiring safe and proper conduct by those using City of Corning facilities and compliance with the Alcohol Beverage Control Law, when serving or allowing the consumption of alcoholic beverages on the reserved premises.
- C. The applicant shall be responsible and liable for any damage to the premises other than normal wear and tear.
- D. The applicant shall insure that his/her group/organization/family abides by the "City of Corning Parks & Recreation Department Rules and Regulations for Park Facility Usage",
- E. The permit is not assignable or transferable.

CONDITIONS OF RESERVATION PERMIT RULES AND REGULATIONS FOR INFLATABLE PLAY DEVICES

THE PERSON OR ORGANIZATION RECEIVING THIS PERMIT AGREES TO DEFEND, INDEMNIFY AND HOLD HARMLESS, THE CITY OF CORNING, AND ITS OFFICERS, AGENTS, AND EMPLOYEES FROM ANY AND ALL CLAIMS, CAUSES OF ACTION OR LIABILITY WHATSOEVER, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING FROM USE OF THE CITY'S PREMISES OR FROM ACTIVITIES ALLOWED UNDER THIS PERMIT.

RULES AND REGULATIONS

1. No one shall be permitted to use inflatable play devices on City of Corning premises unless an application has been filed and approved by the City of Corning, including proof of insurance of a Comprehensive General Liability policy with a minimum of \$1,000,000 coverage for personal injury and \$1,000,000 property damage and also **names the City of Corning as an additional insured.**
2. The applicant shall be at least 21 years of age and shall assume full and complete responsibility for supervising and requiring safe and proper conduct by those using the inflatable play device.
3. The applicant shall be responsible and liable for any damage to the premises due to the use and operation of the inflatable play device.
4. The applicant shall insure that his/her group/organization/family abides by the "City of Corning Parks & Recreation Department Rules and Regulations for Park Facility Usage".
5. The permit is not assignable or transferable.

CONDITION OF PERMIT FOR USE OF CITY BALLFIELDS & SURROUNDING PARK PROPERTY

The following Rules and Regulations shall be binding on the applicants for use of the City of Corning property under this permit:

1. This permit is not assignable or transferable.
2. This permit shall permit the applicant organization, club or league and its members to use the City of Corning's ballfields and surrounding property for organized sports.
3. The organization, club or league and its members shall be responsible for supervising and requiring safe and proper conduct by those using or on the grounds pursuant to this permit. This obligation shall include the supervision and control of spectators as well as participants in the sporting activity.
4. The organization, club or league and its members shall inspect the grounds, and if there is any condition rendering the use of the premises as unsafe, then the premises shall not be used, unless and until the problem is corrected.
5. The organization, club or league shall be responsible and liable for any damages to the premises other than normal wear and tear.
6. THE ORGANIZATION, CLUB OR LEAGUE AGREES TO DEFEND, INDEMNIFY AND HOLD HARMLESS THE CITY OF CORNING, ITS OFFICERS, AGENTS, AND EMPLOYEES FROM ANY AND ALL CLAIMS, CAUSES OF ACTION OR LIABILITY WHATSOEVER, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING FROM THE USE OF THE CITY'S PREMISES OR FROM ACTIVITIES PERMITTED UNDER THIS PERMIT.
7. No one shall be allowed to serve or consume alcoholic beverages on the City's premises, unless the applicant has an alcoholic beverage permit. Applications and information for an Alcohol Permit can be obtained at the Parks & Recreation office.
8. The permit shall not be effective unless the applicant maintains a General Liability Policy of insurance, which names the City of Corning as an additional insured. Said insurance must provide minimum coverage of \$500,000 to cover personal injury and \$100,000 to cover property damage.
9. The organization, club or league and its members agree to abide by the Rules & Regulations for Park Facility Usage.