

**APPLICATION FOR USE OF PARK FACILITIES**

**NON-REFUNDABLE FEE \$50.00 CASH: \_\_\_\_\_ CHECK: \_\_\_\_\_**

**PARK HOURS ARE FROM 9AM UNTIL 8PM JUNE 1 - SEPTEMBER 1  
9AM UNTIL SUNSET (SUNSET TIMES VARY) ALL OTHER TIMES**

Date Submitted: \_\_\_\_/\_\_\_\_/\_\_\_\_

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

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

Date Requested: \_\_\_\_/\_\_\_\_/\_\_\_\_ Hours: (include set-up and break-down) \_\_\_\_\_ Approximate number of people: \_\_\_\_\_  
(Please be advised park may not be available prior to or after times you requested)

Reason for Gathering: \_\_\_\_\_ Entertainment: \_\_\_\_\_ Swimming: \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

Pavilion Needed: \_\_\_Yes\_\_\_ No Ball Fields: \_\_\_Yes\_\_\_ No Soccer \_\_\_Baseball\_\_\_  
(Ball fields only available if not already reserved)

Applicant Signature: \_\_\_\_\_

Park Advisory Board Approval: \_\_\_\_\_

**PERMIT TO USE PARK FACILITIES**

Organization/Name: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

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

Dates Authorized: \_\_\_\_\_ Hours: \_\_\_\_\_

Authorized Facilities for Use: \_\_\_\_\_ Pavilion \_\_\_\_\_ Ball Field

Permit Issued By: \_\_\_\_\_  
Antoinette Kopeck, Town Clerk

While using the Park, you and your guests are obligated to recycle the following items:  
**GLASS, METAL CANS, PLASTICS #1, 2 & 3 (check for number on bottom of container)** There are appropriately marked recycling containers around the park. Other recyclables (Newspapers) should be taken home with you for proper recycling. You must leave park grounds in the condition you found it. All tables must be cleaned and decorations taken down. Pavilion is to be swept and all garbage bagged and placed in or around Garbage Pails. **No Push-pins, staples or tacks of any kind are to be used inside the park at any time. Tape must also be removed from all surfaces.** Your cooperation is greatly appreciated and your compliance or non-compliance will have an effect on the issuance of future permits. Even though ball fields are requested, they may not be available on the day of your event.

The undersigned accepts responsibility for all park facilities and contents thereof and agrees to indemnify the Town of Patterson for any such damages. The undersigned agrees to abide by all park rules and direction given by the Park Caretaker, duly appointed Park Advisory Board Members and / or Town Officials.

\_\_\_\_\_  
REPRESENTATIVE / APPLICANT SIGNATURE

Cc: Park Advisory Board  
Town Clerk  
Caretaker  
Applicant

Revised: 1/1/2012

## **POLICY FOR USE OF THE VETERANS MEMORIAL PARK**

**Park:** District residents and community-based organizations may use the facilities of the Patterson Veterans Memorial Park during times that do not interfere with pre-scheduled activities. The availability of the park is based on a First come first served basis.

The sponsoring organization is responsible for maintaining the condition of buildings and grounds used for their event or activity including set-up and take-down. The sponsoring organization is also responsible for parking and traffic control. Cars must be parked in designated areas used for that purpose. They must be kept parked so as not to block roadways, driveways, exits, or fire lanes.

It is the sponsoring organizations responsibility to line the soccer or baseball field (if needed) and rake out the baseball field after each use.

In case of rain, fields are closed and should not be used. If during a game or practice it starts to rain, game must be ended and everyone must vacate the field.

The sponsoring organization is responsible for abiding by public safety regulations. The sponsoring organization is obligated to follow any safety instructions given by the Patterson Veterans Memorial Park Caretaker, Lifeguard, Park Advisory Board Member or Town Official.

A valid, unexpired Certificate of Insurance will be required for at least one million dollars of general liability coverage naming the Patterson Veterans Memorial Park as additional insured for the period of use of the Park property and facilities.

This will also be required for outside vendors at an event (i.e. bounce houses, car show etc..)

Use will be confined to the spaces reserved as there may be more than one activity being held at the park.

The Town of Patterson will not be held liable for any damages, direct or consequential, if for any reason, the facilities agreed upon are not made available.

Children must be properly supervised and no group will be admitted which does not have at least one adult present for each given number of children, depending on the activity. Children in very large groups or engaged in very active pursuits must have adequate supervision. Children must be supervised at the lake at all times by parents or a responsible adult.

No glass is permitted on or near the beaches.

No animals of any kind are allowed in the park.

No bikes or motorized vehicles are allowed in the park.

Previous use of recreation facilities does not guarantee the same time and place for future requests. An Application for Use of Park Facilities Request form must be received from town hall and approved by the Patterson Park Advisory Board, then the permit will be approved by the Town Clerk.

Use of park facilities may not be approved if the individual or group has disobeyed park rules and regulations from previous use.

Due to the high demand for the park, please notify the town of a cancellation as soon as possible.

Park hours are from 9am to Sunset from October 1<sup>st</sup> thru May 31<sup>st</sup> and from 9am to 8pm from June 1<sup>st</sup> thru September 30<sup>th</sup>. The beaches / pond are only open when lifeguards are present. Beaches / Pond are open from 10am to 7pm daily during the summer. Please note the pond is only open on weekends during the beginning of the season.

Please be advised that your set-up should start at the time that you have requested to start and no earlier than the time at which the park opens. Clean up should begin thirty minutes before the time your function is scheduled to end. Your organization should be ready to leave at the time stated on the request form. In order for scheduling to run smoothly and for the caretaker to prepare for the next day's events with adequate time and lighting still available, we need each organization to abide by these terms.