

**HAVANA GLEN PARK PERMIT
APPLICATION FOR USE OF PARK FACILITIES**

Purpose of Use: _____

The date(s) I would like to reserve at the Park are: _____.

We would like to reserve:

- Pavilion #1
- Pavilion #2
- Pavilion #3
- The Ball Field

AGREEMENT

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/She agrees to be responsible to the municipality for the use and care of the facilities. He/she, on behalf of _____ does hereby covenant and agree to defend, indemnify and hold harmless the Town of Montour 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 Montour's property, facilities and/or services by my group.

(PRINT NAME) (ADDRESS)

(SIGNATURE OF APPLICANT) (TELEPHONE NUMBER)

READ ATTACHED REQUIREMENTS AND RETURN APPLICATION TO:

**Town of Montour
PO BOX 579
MONTOUR FALLS, NY 14865**

FOR OFFICE USE ONLY

Date Received: _____ Approved by: _____

Park checked by(Prior) _____ (After) _____

Damage Caused: _____

Havana Glen Park

135 Havana Glen Road
PO Box 579
Montour Falls, NY 14865
607-535-9476

FACILITY USE REQUIREMENTS

The use of all Recreational and Parks facilities shall be subject to the approval and rules of the Town of Montour.

1. Organizations wishing to use municipal facilities shall first apply to The Town of Montour on the prescribed form. The Town of Montour has final authority on approval.
2. In the event of inclement weather, the Town of Montour or its designee have the final authority on whether facilities are usable.
3. All posted rules must be adhered to.
4. Profanity, objectionable language, disorderly acts or illegal activities of any kind are absolutely prohibited, and those violating this prohibition will be ejected from the premises.
5. Any damage to municipal facilities shall be promptly repaired at the user's expense.
NO EXCEPTIONS.
6. Organizations using the facilities must clean-up afterwards.
7. Permits may be revoked at any time.
8. Any organization with youth under 14 years old requires the presence of adequate adult supervision at all times.
9. The fee for use is payable to the Town of Montour 2 weeks prior to use.
10. The emergency telephone number for police and fire is: 911.
11. When required, users must provide the following insurance prior to using facilities.
FAILURE TO DO SO PRIOR TO USE WILL RESULT IN REVOCATION OF YOUR PERMIT:

Commercial Users:

- A. The User hereby agrees to effectuate the naming of the municipality as an unrestricted additional insured on the user's policy.
- B. The policy naming the municipality as an additional insured shall:
 - be an insurance policy from an A.M. Best rated "secured" New York State licensed insurer;
 - contain a 30 day notice of cancellation;

- state that the organization’s coverage shall be primary coverage for the Municipality, its Board, employees and volunteers; and
 - additional insured status shall be provided with ISO endorsement CG 2026 or its equivalent.
- C. The user agrees to indemnify the municipality for any applicable deductibles.
- D. Enclose a copy of the endorsement providing additional insured status.
- E. Required Insurance:

- **Commercial General Liability Insurance**
\$1,000,000 per occurrence/ \$2,000,000 aggregate.

F. User acknowledges that failure to obtain such insurance on behalf of the municipality constitutes a material breach of contract and subjects it to liability for damages, indemnification and all other legal remedies available to the municipality. The user is to provide the municipality with a certificate of insurance, evidencing the above requirements have been met. The failure of the municipality to object to the contents of the certificate or the absence of it shall not be deemed a waiver of any and all rights held by the municipality.

Individuals:

Required Insurance:

- **Homeowners Insurance**
Section Two – Liability: \$100,000 limit of liability. Policy shall not exclude the off premises activities of the insured.

12. In the event of an accident, please notify the Park Manager on duty, or call the Town Clerk’s office the next business day.

Applicant’s Initials: _____