



# PERINTON RECREATION & PARKS DEPARTMENT

1350 TURK HILL ROAD, FAIRPORT, NY 14450

PH. 585-223-5050

## BUILDING AND SHELTER RESERVATION FORM

Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Is this a fundraising event and/or an event to raise funds for a profit/non-profit organization? Yes No

If yes, please contact Parks Director, Stacey Piddisi at spiddisi@perinton.org, 223-5050 to complete an event packet.

Facility Requested: \_\_\_\_\_

Day/Date Requested: \_\_\_\_\_ Time In: \_\_\_\_\_ Time Out: \_\_\_\_\_

Type of Activity: \_\_\_\_\_ Anticipated Attendance: \_\_\_\_\_

**Initial:** \_\_\_\_\_ I have read the regulations on the reverse side of this form and agree to observe all rules and procedures stated herein.

**Initial:** \_\_\_\_\_ I understand that I will be held responsible for any damages resulting from our use of the facility.

**Initial:** \_\_\_\_\_ No reservations, changes or refunds will be allowed less than 10 days prior to use. A \$10 processing fee will be charged for all changes and refunds. A change/cancellation form must accompany any change.

*By signing below you acknowledge that you are aware and agree all Town reservation guidelines and regulations.*

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

	PERINTON PARK BUILDING 65 capacity	FELLOWS ROAD BUILDING 65 capacity	WHITE BROOK BUILDING 48 capacity	SHELTERS -OPEN AIR-
RESIDENT	\$180	\$180	\$160	\$100.00
NON RESIDENT	\$225	\$225	\$180	\$140.00

Form of Payment: CASH CHECK (\$20.00 fee for returned checks.) CREDIT CARD Card Type: MASTER CARD VISA DISCOVER

Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ CSC #: \_\_\_\_\_

Total Amount Paid: \_\_\_\_\_ Name as it appears on card: \_\_\_\_\_

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

**Office Use:**

**Date:** \_\_\_\_\_ **Reservation #:** \_\_\_\_\_ **Cash:** \_\_\_\_\_ **Check #:** \_\_\_\_\_ **Credit Card:** \_\_\_\_\_

**Amount Paid:** \_\_\_\_\_ **Approved:** \_\_\_\_\_

# REGULATIONS

**Parks are open from 8:00 AM to 10:00 PM.**

Buildings and shelters available from 9:00 AM to 10:00 PM.

All Town of Perinton Parks Code Chapter 159 must be observed.

## BUILDINGS & SHELTERS

1. For building reservations, **NO KEY IS ISSUED**. Someone will need to meet a member of the park staff at the facility at the **start time designated on the permit and must be present during the duration of the permit**. You cannot leave the building and come back at a later time.
2. **A \$10.00 fee for every 15 minutes is charged to the reservee for additional staff hours outside of permit hours. This includes late arrivals, late departures and extra cleaning. The facility should be left in a clean and orderly condition. Reservations must be completed and buildings cleaned no later than 10pm.**
3. Responsibility for any damage resulting from the use of facilities must be assumed by the person whose signature appears on the application. Applicant must be twenty-one (21) years of age or older.

## TENT PERMIT

1. Locations of tents, bounce rentals and canopy structures must be preapproved before the event. Registrants are responsible for completing a Tent Permit. Contact person on revelation and tent permit forms are responsible for any underground lines damaged from stakes and/ or poles.

## ALCOHOL POLICY

1. No person shall become intoxicated. No person shall bring into or drink any alcoholic beverages, in any park, except in such areas designated by the Commissioner. Beer may be brought into the park for consumption at private family or social parties but may not be dispensed or displayed at temporary bars or from kegs or other bulk dispensing units unless permission is obtained from the Commissioner.
2. Drinking alcoholic beverages including beer is prohibited within 50 feet of the parking lots and rights-of-way within any park.
3. Consumption of any alcoholic beverages within the Village of Fairport is prohibited (i.e. Potter Park).

## GENERAL RULES

1. Fires permitted only in grills. NO EXCEPTIONS.
2. Prohibitive acts include, but not limited to gambling, loud or outdoor amplified music, boisterous or indecent language, littering, defacing any park property (trees, buildings, shrubs, lighting, etc.) or polluting any park waters.
3. The Town of Perinton shall not be liable for any injuries or liabilities incurred by users of facilities.
4. No person shall conduct him/ herself in a manner dangerous or offensive to self or other park users or interfere with any law enforcement or municipal staff in performance of his/ her duty.
5. Recreation and Parks staff, Fairport Police, Monroe County Sheriffs and New York State Police shall enforce the above rules and have the authority to eject any person or seize any property in violation of the stated rules.
6. Common park areas are always open to the public including but not limited to parking lot, playground, sidewalks, trails, docks, picnic tables, grills and restrooms. Sport fields, tennis, volleyball and basketball courts are available to reserve.

## PENALTIES

1. Violation of any regulations shall be punishable as a violation or a misdemeanor subject to a fine no less than \$50.00 or more than \$1000.00 and/or imprisonment. Violations shall constitute disorderly conduct.