

**Village of Ilion
Park and Field Use Reservation Form**

This Form must be completed and submitted to the Village of Ilion Clerk's Office at 49 Morgan Street, Ilion NY 13357 for approval. A signed copy authorizing the use of the Field will be returned to the requesting party. Fees and required insurance forms must be on file at least two weeks before the starting date of your event or activity.

1. Name of Person /Organization Requesting Use _____
Phone _____ Address _____
In the case of an Organization Contact Person _____
Phone _____
2. Date (s) Requested _____
Rain Date _____
3. Time of Day Requested From _____ to _____
4. Name of Park/Field _____ Number of Fields _____
5. Other Facilities If Any Requested _____
6. Number of Anticipated Participants _____
7. Name of Insurance Company Providing Coverage _____
Proof of Insurance is required, naming the Village of Ilion as an additional insured.
8. Will this require any additional services from the Village (traffic control etc)?

Responsible Party _____ Phone _____
Signature _____

Date of Application _____ Fees: _____

Authorized by _____ Date _____

Check # _____ Received Date _____

Copies to: Police ____ Caretaker ____ Village Clerk ____ DPW _____

Park & Field Use Waiver and Indemnification

1. As used herein, the term "Field" shall include the South Fifth Avenue Park; the David Whalen Community Park; Russell Park; their parking lots, buildings, fields, playgrounds, tennis courts, and any and all other fixtures and appurtenances thereto.
2. The person(s) and/or organization(s) entering into and signing this agreement shall be held jointly and severally liable for the requested Fields. They shall be responsible for any and all costs for repairs and damages that arise out of the improper or negligent use of the Fields.
3. The Village of Ilion shall not be responsible for any accidents, injuries or the theft of personal property by authorized or unauthorized users of the designated Field.
4. For questions regarding the Field please contact either caretaker Pat Whalen at 868-5578 or the Village of Ilion 895-7449.
5. Use of the Fields shall be limited to the dates, times and uses as approved by the Village of Ilion.
6. In consideration of the Village of Ilion permitting the use of these Fields while participating in any activities sponsored either by the Village or any other group or individual, realizing that there is some danger in these sporting activities, I do hereby consent, agree and bind myself, my heirs, administrators and executors, to indemnify and save harmless the Village of Ilion, its officers, agents, servants and employees against all loss, actions, causes of action, claims, demands, damages, costs, attorneys fees, loss of services, expenses and compensation, on account of or in any way growing out of, any personal injuries or property damage which may occur.

I acknowledge that I have read and understand this waiver and indemnification agreement and have received a copy of it.

Dated: _____

Signature

Witness: _____

Name

Address

Rules & Regulations for Use of Fields

1. As used herein, the term "Field" shall include the South Fifth Avenue Park; the David Whalen Community Park; Russell Park; their parking lots, buildings, fields, playgrounds, tennis courts, and any and all other fixtures and appurtenances thereto.
2. Written request for usage of any of the Fields shall be made to the Village of Ilion ("Village") through the Village Municipal Office for approval. Said written request shall be on the form provided. At least one of the adults listed as responsible must be at the Field at all times.
3. Selling, raffling or donating any alcoholic beverages is prohibited at the Fields. Consumption of any alcoholic beverages inside the gate of the fields is prohibited. ***The sponsoring group and the Responsible Party shall enforce this rule and failure to do so may result in the termination of the use of the Field.***
4. While school and youth events/games are being played and using the Field there will be no smoking allowed at the Fields.
5. The Village may investigate any altercations and/or actions that occur at the Field that it may deem inappropriate.
6. In the event of inclement weather, the caretaker, in consultation with the organization and/or the Responsible Party, shall determine whether the Fields are useable. However, the caretaker shall have sole and final discretion and his or her decision shall be final.
7. **Any usage by individuals under the age of 18 requires the presence of adequate adult supervision at all times.**
8. Profanity, objectionable language and disorderly acts or illegal activities of any kind are absolutely prohibited.
9. The Village has the right to ban, suspend or reprimand any individual, team or league from participating at a Village facility.
10. Any usage fee shall be paid in full before using the Field. **NO EXCEPTIONS WILL BE MADE.**
11. The Field shall be cleaned by the organization and/or the Responsible Party at the conclusion of the use of the Field. All personal equipment must be removed by 9 AM the next day. If the Village must clean the Field the organization and/or Responsible Party will be charged and billed for such cleanup at a rate of \$45 per hour. Any personal equipment left at the Field past 9AM the following day shall be deemed abandoned and shall be disposed of by the Village.
12. Care must be given to keep the Fields in their present condition. Sweeping puddles is prohibited. Field repairs done by the Village as a result of inappropriate use will be billed to the organization and/or Responsible Party at a rate of \$45 per hour.

13. Unless special written permission has been issued by the Village of Ilion, use of the Field will conclude at 11 PM
14. The sponsoring organization will pay a fee of \$50 per day for the use of the fields and \$60 a day if lights are used. If using the concession stand at David Whalen Community Park a \$50 refundable deposit is required. This will be refunded after inspection of the concession stand if it is undamaged and cleaned. Said inspection will be completed by the caretaker.
15. A deposit of \$10 will be charged for any key loaned to the sponsor refundable upon return.
16. Proof of Insurance must accompany the Reservation Form for use.
17. Parking is prohibited on the grass and in all areas other than parking lots at all times, unless the Village issues prior written approval.
18. If you have been approved to use the Field and arrive at the Field to find someone else there, please contact either the caretaker Pat Whalen at 868-5578 or the Village of Ilion Police Department at 894-9911. Be sure to have your paperwork showing approval for use of the Fields with you.
19. In the event of a cancellation, notice must be received by the Village Clerk's office at least 24 hours before the event and between the hours of 8 AM to 4 PM Monday through Friday, for a refund to be given.
20. No dogs are allowed on the fields except on a leash. All dog waste shall be scooped by the dogs' owners.

It is not the intent of this permit/form and/or deposit to restrict the use of the Fields, but rather for to prevent scheduling conflicts and to assure the Field conditions stay in a safe and usable manner for all.

I have read the regulations and agree to abide by them. I understand that violations of any of the regulations may result in the cancellation of the event at any point and forfeiture of any deposits.

Signature

Date