Town of Arietta Building/Grounds Use Permit

PO Box 37, 1772 State Route 8, Piseco, NY 12139

Phone: 518-548-3415   FAX: 518-548-6203

PLEASE FILE AT LEAST ONE WEEK BEFORE THE DESIRED DATE OF USE.
FILL OUT, SIGN & RETURN TO THE ABOVE ADDRESS.

Today's Date_____

Name of Organization or Individual requesting use: _____

Date of Requested Use: _____ Hours of Requested Use: _____

Nature/Purpose/Activity for which the facility/grounds will be used (please be specific):

_____

_____

_____

Will this event include minors (under 18)?   Yes_____   No_____   If yes, who is the individual responsible for ensuring adequate adult supervision? _____

What is their position with the organization/group? _____

Their contact information: _____

Is a fee charged for participation/admission? Yes _____ No _____

If so, what will the proceeds be used for:_____

_____

_____

Liability Insurance Carrier: _____

I, the Applicant user, agree to protect, defend, and hold harmless the Town & its officers, agents, and employees any claim, matter, or suit that arises out of or is related to the applicant's use of the Town's buildings and grounds.

Organization's Required Insurance: Certificate of Insurance (COI) indicating $1,000,000 per occurrence/$ 2,000,000 aggregate and naming Town as additional insured.

Individuals Required Insurance: Homeowners Insurance $100,000 limit of liability required, and the policy must **not exclude** the off-premises activities of the insured. Town to be named as additional insured.

In making this application, I, (or my organization) agree to comply with all rules/regulations governing the use of Town Facilities as itemized on the reverse side of this form.

APPLICANTS SIGNATURE: _____ Phone: _____

Organization: _____ Title: _____

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Town of Arietta Facility/Grounds Use Requirements

1. Organizations/Individuals wishing to use municipal facilities shall apply to the Town Supervisor's Office on the form which is printed on the reverse side of this document.
2. In the event of inclement weather or any other factor influencing the judicious use of the facilities, the Supervisor (or their designee) has the final authority on whether the facilities are usable.
3. No drugs, alcohol, or smoking products are permitted in Town facilities or on Town grounds at any time.
4. All posted rules must be adhered to.
5. Profanity, objectionable language, disorderly acts, or illegal activities of any kind are prohibited and those violating this prohibition will be at a minimum removed from the premises.
6. Any damage to municipal facilities/grounds shall be promptly repaired at the user's expense. NO EXCEPTIONS!
7. If maintenance personnel are not available when use is concluded, make sure all doors are locked and lights are turned off when leaving.
8. After the event, the user of the facility/grounds is responsible for ensuring that the building/grounds will be left as neat and clean as a condition found and be financially responsible for any damage or replacement to the building or equipment as a result of said event. A $200 deposit will be required to ensure compliance. The deposit *which is required to be a separate check/payment* will be refunded if the premises and equipment are left in the condition and location they were found.
9. Any Organization/Individual with youth under 18 years of age attending always requires the presence of adequate adult supervision.
10. Kitchen Equipment is available for events. If food is prepared and sold, the vendor must be appropriately licensed by the NYS Dept. of Health, with no exceptions.
11. The fee for use is $50 per 4-hour period for Arietta residents and $100 per 4-hour period for non-residents. This fee and the damage/cleaning/equipment deposit are payable before use begins. The use period should include time for setup and cleanup. This fee can be waived at the discretion of The Town of Arietta.
12. There is no internet connection included in the use of the facility/grounds.
13. Cell service is unreliable in the area of Town facilities.
14. There is a landline phone in the kitchen of the Community Hall (518-548-5021) and the office at the airport (518-548-8794).
15. Emergency Numbers, in addition to 911 follow:
    Fire Department: 518-548-6603
    Ambulance: 518-548-3111
    Police: 518-548-6111

I acknowledge having read the foregoing rules of use and limitations of available services:

Signature: _____ Date: _____

Title: _____

Application Reviewed and Approved By: _____ Date: _____