

LONG POINT PARK

PAVILION/FACILITY REQUEST FORM FOR RESIDENT

Resident’s Name, Address, Tel. No., and email address: _____

Organization Name*, Address, Tel. No. and email address: _____

**Organizations using the Park must also comply with the Insurance Requirements for Use of Long Point Park Facilities*

Date Requested: _____ Time Requested: From: _____ To: _____

Reason for request (i.e. picnic, reunion, etc.): _____

Approximate number attending: _____

Number of bays requested (1 bay = row of 5 tables which seats approximately 50 people): _____

Or Whole Pavilion requested (Whole Pavilion = 7 bays): _____

Planned Activities: _____

Will a bounce house or amusement device be used? _____ (If yes, there are additional insurance requirements)

The Geneseo Town Board has adopted the following Policies for the Park:

- Park gate closes at 10 pm
- No music or noise after 9 pm – be considerate of the park’s neighbors.
- **A carry in – carry out policy exists for the park. You must carry out your own refuse!**
- A security deposit of **\$100.00** written on a separate check must be included with payment for your reservation. Security deposits will be fully refunded if the park is left in good condition. (i.e. trash moved, no items left behind, tables in original places)

I have read the above policies of the Geneseo Town Board as well as the Long Point Park Rules and Regulations and will adhere to them.

Date

Applicant's Signature

The municipality reserves the right to change these requirements without notice. Any misrepresentation in this form is a strict violation of the facility’s use and there may be consequences.

Directions: Fill out this form, enclose with 2 checks made out to "Geneseo Town Clerk" for correct amount – Charges are \$45 per bay, or \$300 for the entire pavilion. A separate security deposit check of \$100 is also due at the time of reservation; send to: Geneseo Town Clerk, 4630 Millennium Drive, Geneseo, New York 14454. You will receive a receipt for your check if the request is granted, or a phone call if there is a conflict for the date you have requested. Please feel free to call us at 991-5000 if you have any questions.