

# TOWN OF PEMBROKE

1145 MAIN ROAD  
CORFU, NEW YORK 14036  
(585) 599-4892 fax (585) 762-8233  
TDD/TYY 1-800-662-1220

## Pembroke Town Park Pavilion Permit

The Person and/or Organization holding this permit have full use of Park Pavilion during their requested time slot below. Permits are given on a first come-first serve basis.

REQUESTING PARTY OR PERSON \_\_\_\_\_

CONTACT INFORMATION Address \_\_\_\_\_

Phone \_\_\_\_\_

PURPOSE \_\_\_\_\_

Description of activity \_\_\_\_\_

DATE REQUESTED \_\_\_\_\_

TIME \_\_\_\_\_

### **HOLD HARMLESS AGREEMENT**

The undersigned is over 21 years of age and has read the 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 THE UNDERSIGNED does hereby covenant and agree to defend, indemnify and hold harmless Town of Pembroke from and against any and all liability, loss, damages, claims, or actions (including costs and attorney's fees) for bodily injury and/or property damage, to the extent permissible by law, arising out or in connection with the actual or proposed use of Town of Pembroke's property, facilities and/or services.

*\*Organizations: This "Hold Harmless Agreement" & a Certificate of Insurance in the amount of \$1,000,000 must be included with this form.*

\_\_\_\_\_  
Individual's Signature or Signature of Organization's Representative

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

PLEASE RETURN THIS FORM TO THE TOWN CLERK'S OFFICE

7/2017

"This institution is an equal opportunity provider and employer"

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## **PLEASE KEEP THIS PAGE**

### **Pembroke Town Park Pavilion Information**

- The Office hours of the Pembroke Town Clerk are **Monday thru Friday** from 8:30 a.m. - 4:30 p.m.
- **Your RESERVED permit and keys for the restrooms should be picked up from the Pembroke Town Clerk's Office on the Friday before your event during office hours. Restrooms are to be locked upon leaving.**
- Keys must be returned to Town Clerks Office on the next business day following your event.
- CLEAN UP REQUIREMENT – The park and bathrooms are to be cleaned up after use and to be left in the condition upon which they are found. If they are not left in satisfactory condition the Town will have them cleaned and the person or Organization that used the facility will be billed.
- Trash must be placed into dumpsters located at the park.
- THERE IS **NO PARKING ON THE DRIVEWAY** AT ANY TIME!!!! You can drop items off at the pavilion but your vehicle MUST be moved to one of the parking lots after drop off.
- All Vehicles are to be parked in parking lots. **No PARKING ON GRASS.**
- If a party tent is used in conjunction with pavilion rental there are to be **NO STAKES** used. Do not stake anything into the ground as it may interfere with the septic system.
- The Town of Pembroke is not engaged in the sale or distribution of alcoholic beverages and is not liable for damages associated with its sale or use on Town property.
- THE TOWN PARK CLOSSES AT DUSK.