



# PICNIC PERMIT

Permit No. \_\_\_\_\_

**TOWN OF OAKFIELD**  
3219 DRAKE STREET OAKFIELD NY 14125  
Phone (585)-948-5835 EXT 2 – Reservations  
FAX (585)-948-8108  
Website: townofoakfieldny.com

**Alan Dennis**  
Highway Superintendent  
**Melissa Haacke**  
Town Clerk

PARK LOCATION REQUESTER: **Elroy D. Parkins Park** **Town of Oakfield**

(1st Choice) DATE \_\_\_\_\_ TIME \_\_\_\_\_ PAVILION #1 or #2 circle one  
(setting capacity #1- 144, #2- 36)  
(2nd Choice) DATE \_\_\_\_\_ TIME \_\_\_\_\_ PAVILION #1 or #2 circle one

**MAKE CHECKS PAYABLE TO:  
TOWN OF OAKFIELD**

Activity \_\_\_\_\_ # OF PEOPLE \_\_\_\_\_ ORGANIZATION \_\_\_\_\_

PERSON IN CHARGE/CONTACT \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

CERTIFICATE OF INSURANCE REQUIRED FOR ORGANIZATIONS: YES NO BEER/WINE: YES NO

PERMIT AUTHORIZED BY: \_\_\_\_\_ DATE \_\_\_\_\_

PERMITS MUST BE PRESENTED TO PARK STAFF OR PEACE OFFICER ON REQUEST  
PLEASE OBSERVE ALL TOWN RULES AND REGULATIONS – SEE BOOKLET  
ANY VIOLATIONS OF TOWN RULES AND REGULATIONS MAY RESULT IN CANCELLATION OF PERMIT  
RESERVATIONS ARE HELD NO MORE THAN 1 HOUR AFTER SCHEDULED TIME. AFTERWARDS,  
THE PAVILION BECOMES AVAILABLE ON A FIRST-COME FIRST-SERVE BASIS

### KEY REGULATIONS

- |  |   |   |
|--|---|---|
| 1. CONDUCT OF THE GROUP AND CLEANLINESS OF THE AREA ARE THE RESPONSIBILITY OF THE PERSON SIGNING THIS PERMIT.              | 6. THIS IS A SMOKE FREE PARK.   | 11. NO PERSON SHALL CARRY OR FIRE ANY FIRECRACKERS, FIREWORKS OR FIREARMS.  |
| 2. ALCOHOLIC BEVERAGES ARE RESTRICTED TO WINE AND BEER.  | 7. NO DRIVING OR PARKING IN GRASS AREAS.  | 12. NO POSTING OF SIGNS OR OTHER LITERATURE ON POLES, POSTS OR TREES.   |
| 3. <b>NO GLASS CONTAINERS.</b>   | 8. NO DRIVING OF VEHICLES ON ANY SAFETY ZONE, BIKEWAY, WALK, PATH, PEDESTRIAN BRIDGE, OR ROAD DESIGNATED FOR LIMITED USE. | 13. NO UNAUTHORIZED RIDES, SUCH AS PONY OR MOTORIZED VEHICLES. (ABSOLUTELY NO FOUR-WHEELERS OR SNOWMOBILES IN THE PARK) |
| 4. WINE AND BEER IS PERMITTED IN PICNIC PAVILION ONLY WHEN FOOD IS BEING CONSUMED. THEY ARE PROHIBITED IN ALL OTHER AREAS. | 9. PARKS OPEN AT 6:00AM., CLOSE 1/2HR AFTER SUNSET.   | 14. THERE SHALL BE NO UNAUTHORIZED VENDING OR SOLICITATION IN THE PARKS   |
| 5. PARKING IS PERMITTED IN PARKING LOTS AND ALONG ROADSIDES ONLY. <b>DO NOT PARK ADJACENT TO PAVILIONS.</b>                | 10. NO ANIMALS, PETS ARE TO RUN AT LARGE ALL DOGS, ETC. MUST BE RESTRAINED BY A LEASH AT ALL TIMES.                       | 15. ALL PIGS ROASTING AND BARBEQUE VENDERS WILL NOT BE ALLOWED IN PARKS TILL 6:00AM.                                    |

### 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 \_\_\_\_\_ does hereby covenant and agree to defend, indemnify and hold harmless Town of Oakfield from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys 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 Oakfield's property, facilities and/or services by \_\_\_\_\_.

\_\_\_\_\_  
Name Date Signature

\_\_\_\_\_  
Address Telephone Number

- |   |  |
|---|--|
| <input type="checkbox"/> CATERER – Who? _____     | <input type="checkbox"/> FORCED AIR RIDE           |
| <input type="checkbox"/> PIG ROAST – Who? _____   | <input type="checkbox"/> SPECIAL REQUEST (REMARKS) |
| <input type="checkbox"/> CHICKEN BBQ – Who? _____ | _____  |
| <input type="checkbox"/> TENT – Size(s) _____     | _____  |

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OAKFIELD, NEW YORK 14125  
PHONE: (585)948-5835  
FAX: (585)948-8108

PARK FACILITIES RULES AND REGULATIONS

The use of the Parks Facilities shall be subject to the sole discretion of the Town of Oakfield, pursuant to the following Rules and Regulations:

1. Organizations or Individuals wishing to use Park Facilities must first apply to the Town Clerk's Office on the prescribed Application at least 24 hours in advance of the time of the reservation requested. Applications shall be considered in the chronological order received if conflicting dates and times are requested.
2. Each application for a Permit shall be accompanied by a non-refundable administrative fee of \$25.00. The Town reserves the right to bring legal proceedings against any person or organization for recovery of the damages caused by the use of the park or park pavilion.
3. The conduct of the group/individuals and cleanliness of the facilities are the responsibility of the person signing the Permit Application and/or the organization represented.
4. The park facility opens at 9:00 am and closes at 9:00 pm.
5. Parking is permitted in parking lots and along roads sides only. No driving or parking anywhere else upon the facilities is permitted.
6. In the event of inclement weather or emergency, the Town may close any portion of the park to the public, to vehicles or to designated persons.
7. No alcoholic beverages are allowed [or alcoholic beverages are restricted to wine and beer only when food is also being consumed].
8. No glass containers are allowed.
9. No person shall build or use an open fire except in the park grills or portable grills. Fires shall be extinguished upon leaving the park.
10. No person shall have, carry or transport any firearm or any other dangerous weapon or instrument.
11. No person shall have, carry or ignite any firecrackers or fireworks.
12. No person shall leave behind, dump, drop, throw or scatter any materials of any kind within the park facilities, except refuse generated during use of the facilities may be deposited in the containers provided.
13. No animals or pets are allowed except dogs that are restrained by a leash at all times.
14. No unauthorized rides, such as pony or motorized vehicles. (Absolutely no four-wheeler or snowmobiles in the parks.) There shall be no unauthorized vending or solicitation in the parks.
15. No posting signs or other literature on poles, posts, trees or the pavilion.
16. The Town reserves the right to require a Certificate of Insurance naming the Town of Oakfield as an additional insured in an amount and form acceptable to the Town.
17. In case of a non-medical emergency, contact the Town Clerk, Melissa Haacke, at (585)314-4501.

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

Received and agreed by applicant

\_\_\_\_\_