

Regulations for the Use of Norton Park & Request to Reserve

4340 State Highway 80, Sherburne, NY 13460 • 607-847-8891 • Town Clerk • www.townofcolumbusny.com

Hours:

The Park grounds are open year-round. It is closed to the public between the hours of 11 pm and 7 am.

Regulations:

Norton Park property is subject to the laws of the Town, County and the State of New York.

Guidelines:

- Smoking is prohibited on all Town property including the entirety of the park grounds.
- Anyone using a Town Park shall comply with all applicable local, county, state and/or federal laws, rules and regulations, including, but not limited to, laws governing structures, sanitation, and fire safety. The Applicant shall be responsible for cleaning the Park areas used, including but not limited to the removal of all rubbish and debris, and leaving the site in a safe and sanitary condition to the satisfaction of the Town. Failure to clean the Park area to the satisfaction of the Town may result in the denial of future applications. If such failure should occur, the Town shall provide services for the cleaning and/or repair of the area, and the cost of such services shall be billed to the Applicant.
- Please do not use staples or tacks on the picnic tables or gazebo. Any confetti or debris in the pavilion should be swept. If you would like to clean up the next day, you must reserve the park for both days.
- Vehicles should be on the roads and gravel parking lot only.
- Off-road motorized vehicles are not permitted except snowmobiles from January through March on designated trails at designated speed limits not to exceed 25 mph.
- No fireworks, firearms, open fires, hunting or trapping are permitted on the property.
- Overnight camping is prohibited.
- Recreational inflatables (e.g. bounce houses), mechanical and/or carnival rides, dunking booths, and other similar uses are strictly prohibited.
- Out of respect for other park visitors and neighboring properties, the use of public address systems or sound amplifying equipment that amplify sound beyond the reserved area are prohibited.
- Commercial use is prohibited.

Reservations:

The Town Clerk will schedule all reservations with payment in full. Reservations will be accepted beginning February 1st of each year for the months May through October. Park reservations include the use of the on-site full kitchen, bathrooms, and electric. Reservations of the barbecue pit includes use of the pit only and are accepted year-round. All other facilities are shared facilities that will remain open to the public.

Special Conditions:

- Park reservations will be issued on a first-come-first-served basis. If any application for a park reservation shall be deemed, in the sole discretion of the Town, to conflict with a prior reservation or planned event at the park, such application shall be denied.
- Gatherings of over 200 people will require a Certificate of Insurance.

Fees:

- A payment of \$300 is due to reserve the pavilion. \$75 of this payment is considered a security deposit.
 - There is a \$200 lost key fee
- Security deposit will be refunded after Park has been inspected and payment is approved at next Town Board Meeting if the facilities are left in safe and sanitary condition to the satisfaction of the Town. Staples, tacks and other similar objects will be considered damage. Removal of any town owned utensils and equipment will result in a forfeiture of the deposit.

Cancellations:

A change fee of \$75 is charged for date changes made within 7 days of the original reservation date. Cancellations made within 7 days of the event will result in a forfeit of security deposit.

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Part I: Reservation Request

Name: _____

Group or Organization: _____

Address: _____

Phone: _____ Alternate Phone: _____

Email: _____

Requested use date: _____ Anticipated group size: _____

Purpose of use and any specific plans : _____

Part II: Waiver, Release and Hold Harmless Agreement

This agreement is made between the Town of Columbus and the User or Group named above, herein after referred to as "Releasor". The Releasor, with the intention of binding him/herself or organization named above, spouses, heirs, legal representative and assigns, expressly releases the Town of Columbus (Town), its governing body, and employees and holds said Town harmless from all claims, demands, actions, judgments and evictions.

The Releasor agrees to hold said Town harmless from said claims of liability for injury to person and/or property relative to the use of Norton Park.

Signature of Representative: I have read the attached regulations and agree to abide by them.

_____ Dated: _____

**A payment of \$300 is due to reserve the pavilion, kitchen & bathrooms.
\$75 of this payment is considered a security deposit.**

Part III: Received and accepted by Town Clerk :

Reservation Form Received: _____ Date: _____

Payment Amt Recd: _____ Date: _____

Cash ___ Check # _____

Pd by: _____

Security Deposit refunded: _____