

Guidelines for use of Veteran's Plaza

All requests for use of Veteran's Plaza must be submitted to the Town Clerk at least 30 days prior to the event.

Applicant must fill out a use of facilities form and a \$50 deposit will be required to reserve the Plaza.

The Plaza will be inspected by a Buildings & Grounds Committee prior to, and after each event. Once the Plaza is found to be clean and free from any damages the \$50 deposit will be refunded.

The Town Board must review and approve all applications prior to the use of the Plaza.

The Town Board reserves the right to restrict any or all uses of Veteran's Plaza.

Applicant must fill out entire application including dates, times, type of activity, estimated number of people and contact information. It should also be noted on application if electricity will be required for event.

Applicant must be in attendance during event and is responsible for any damage to Town property as a result of use of the Plaza.

The applicant is responsible for leaving the Plaza in the same condition as when it was prior to event. This includes, but is not limited to removing all garbage.

There shall be no gambling, smoking, illegal narcotics or intoxicating beverages on Town property.

The applicant must agree to indemnify and hold harmless the Town of Walton from any liability, including attorney's fees in the cost of defense that might occur as a result of the use of Veteran's Plaza as a result of application.

The Town of Walton, at their discretion, may require Liability Insurance for certain functions at the Plaza.

There is to be no parking of vehicles on Veteran's Plaza. A municipal parking lot is adjacent to the Plaza.

Committee Contact Information:

Kevin Armstrong 607-865-7846

Patty Wood 607-865-5009

Town of Walton
129 North Street
Walton, New York 13856
607-865-5766

OFFICE USE ONLY ____ APPROVED ____ DENIED _____ Signature
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APPLICATION FOR USE OF FACILITIES

I, _____ request permission to use:

_____ Veterans Plaza (\$50.00 Deposit required) _____ More Park
_____ Town Hall Board Room _____ Highway Garage Parking Lot

Beginning Date _____ Time: From _____ to _____

Ending Date _____ Time: From _____ to _____

Est. Number of People _____ Type of Activity _____

Request use of Water Yes No

Request use of Electric Yes No

PERSONAL INFORMATION

Name _____

Address _____

Daytime Phone Number _____ Cell Phone Number _____

GENERAL RULES

Initial each on line provided

1. The applicant or the undersigned must be in attendance and is responsible for any damage to Town property as a result of the use of the premises. _____
2. The applicant/undersigned is responsible for leaving the premises in the same condition as when he or she found the premises on the beginning date as listed above. This includes, but not limited to picking up garbage and replacing furniture. The Veterans Plaza refund will be refunded if the premise is clean and free from any damages (to be determined by an inspection).
3. There shall be no gambling, smoking, illegal narcotics, or intoxicating beverages on Town property. _____
4. I understand that there is no liability or accident insurance provided by the Town for non-town functions. The applicant hereby agrees to indemnify and hold harmless the Town of Walton from any liability, including attorney's fees in the cost of defense that might occur as a result of the use of the town's premises by the applicant and those individuals using the premises as a result of this application. _____
5. I understand Liability Insurance may be required for certain functions at the discretion of the Walton Town Board. _____
6. I understand there is no parking in the green area of Veterans Plaza, a municipal parking lot is available adjacent to the green space area. _____

Date

Signature of Applicant