

**TOWN OF CLARKSTOWN  
PARKS BOARD AND RECREATION COMMISSION**

Administration Building - Zukor Park  
31 Zukor Road, New City, NY 10956-4301  
(845) 639-6200 • Fax (845) 639-6215

**NO RADIOS OR PA SYSTEMS  
ARE ALLOWED IN PICNIC AREAS**



CURRENT APPLICATION  
YEAR 20 \_\_\_\_\_

**APPLICATION TO USE RECREATION PICNIC/PARK AREAS**

Application (5 copies) must be submitted to the above address at least **four weeks** prior to requested date(s).  
If a fee is required, payment must be made at the Administration Building - 31 Zukor Road during registration hours two weeks prior to the first approved permit date. Otherwise, payment must be made in cash, credit card or money order. Subject to refund policy and all rules and regulations governing town-owned parks and facilities as stated in Local Law No. 6-1973.

**OFFICE  
# \_\_\_\_\_ USE ONLY**

NAME OF [ ] FAMILY \_\_\_\_\_

NAME OF [ ] ORGANIZATION \_\_\_\_\_

FACILITY REQUESTED  Germonds Park  Congers Lake Memorial Park  Other  
PICNIC AREA  Area S  Area P  Area A  Area B  Area C  Area E  
(Shelter) (Shelter)

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

PICNIC AREA HOURS: FROM \_\_\_\_\_ TO \_\_\_\_\_ RAIN DATE \_\_\_\_\_

SOFTBALL FIELD: FROM \_\_\_\_\_ TO \_\_\_\_\_ RAIN DATE \_\_\_\_\_  
(CONGERS LAKE #2 - 2 Hour Limit)

NUMBER OF PERSONS ATTENDING \_\_\_\_\_

WILL ADMISSION BE CHARGED? \_\_\_\_\_ PRICE OF ADMISSION \_\_\_\_\_  
(YES/NO)

FOR WHAT PURPOSE WILL PROCEEDS BE USED \_\_\_\_\_  
\_\_\_\_\_

ADDITIONAL FACILITIES DESIRED - SPECIFY \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**The Applicant agrees to comply with all Rules & Regulations and to the provisions of the Hold Harmless Agreement, both on the reverse side of this application, and Local Law No. 6-1973.**

PRINTED NAME OF RESIDENT APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE OF RESIDENT APPLICANT \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

TELEPHONE NO.: HOME \_\_\_\_\_ WORK \_\_\_\_\_ CELL \_\_\_\_\_

EMAIL (please print): \_\_\_\_\_

**SIGNATURE ON BACK REQUIRED**  
**Proof of Residency is required - ex. tax Bill or Current Utility Bill.**

**FOR OFFICE USE ONLY:**

FACILITY SUPERVISOR: \_\_\_\_\_ YES [ ] NO [ ] DATE \_\_\_\_\_

APPROVED: \_\_\_\_\_ DATE \_\_\_\_\_ FEE \_\_\_\_\_

TITLE: \_\_\_\_\_

RESIDENCY \_\_\_\_\_ STAFF INITIAL \_\_\_\_\_ DATE \_\_\_\_\_  
 INSURANCE REQUIRED AMOUNT \_\_\_\_\_ CHECK # \_\_\_\_\_ CASH \_\_\_\_\_  
EXPIRATION DATE \_\_\_\_\_ RESERVATION # \_\_\_\_\_ O/C \_\_\_\_\_  
MasterCard \_\_\_\_\_ Visa \_\_\_\_\_ # \_\_\_\_\_ exp. date \_\_\_\_\_

**PLEASE SEE ATTACHED ADDENDUM FOR SCHEDULE OF FEES & A COPY OF LOCAL LAW NO. 6-1973.**

**RULES AND REGULATIONS**

- A. Groups using the picnic area will be responsible for orderly behavior. NO ALCOHOLIC BEVERAGES are permitted within the parks.
- B. Parents or guardians must sign the permit for minors or youth groups requesting use of fields, and must assure adult chaperones at a ratio of one adult per 25 children for each event.
- C. Picnics shall cease by dusk, unless otherwise stated on the application and approved in advance. All fires must be extinguished before leaving. Please use Ash Barrels.
- D. Groups will underwrite any property damage due to their use of the picnic area. This liability to be assumed by the recipient of the permit.
- E. Town of Clarkstown sponsored programs have preference for use of equipment/facilities and reserves the right to cancel any approved permits, if necessary.
- F. Approved permit includes: use of a specific area; use of grills, tables; court games (on a first-come first-served basis) and use of the bathrooms when Recreation & Park staff are on duty. Free use of Congers Lake Softball Field #2 is limited to 2 hours when approved.
- G. Clean-up fee will be charged in the event the picnic area is left in a manner that requires additional staff costs. Please use the receptacles that are provided.
- H. Group picnics will be limited to 75 people per area on weekends, from second week in June through Labor Day, with the exception of Congers Lake Picnic Area E which will be limited to 30 people.
- I. If you are using the Picnic Pavilion ( area C ) at Congers Lake Memorial Park, please park your cars across the street in the parking lot by the tennis courts and use the walkway to the pavilion.

**J. HOLD HARMLESS AGREEMENT**

To the fullest extent provided by law, the Contractor/Applicant and all of its employees and agents agrees to protect, defend, indemnify and hold the Town of Clarkstown and its officers, employees, and agents and save it harmless from and against any and all losses, penalties, damages, settlements, costs, charges, and professional fees or other expenses or liabilities of every kind and character in connection with or arising directly or indirectly out of this agreement and/or the performance thereof. Without limiting the generality of the foregoing, any and all claims, etc., relating to personal injury, death, damage to property, defects in materials or workmanship, or any other violation of any other applicable statute, ordinance, administrative order, rule or regulation or decree of any Court, shall be included in the indemnity hereunder, with the exception of claims, if any, caused by the sole negligence of the Town of Clarkstown.

The Contractor/Applicant agrees to name the Town of Clarkstown an additional insured on its liability insurance policies by way of policy endorsement and provide the Town with Certificates of Insurance or other evidence of insurance as may be required by the Town.

Date

Print Name Applicant

Applicant Signature

<b><u>SCHEDULE OF FEES</u></b>			
<b><u>GROUPS</u></b>	<b><u>FACILITY</u></b>	<b><u>TIME</u></b>	<b><u>CHARGES</u></b>
1. Groups sponsored or co-sponsored by Clarkstown Parks Board & Recreation Commission	Picnic Area	9:00 AM - 7:00 PM	No Charge
2. Civic or other non-profit organizations in Clarkstown	Open Picnic Area Pavillion Picnic Area	9:00 AM - 7:00 PM	No Charge Fee
3. Other groups in Clarkstown and groups with at least 60% Clarkstown residents.	Open Picnic Area Pavillion Picnic Area	9:00 AM - 7:00 PM	No Charge Fee
4. All groups not falling into any of the above categories		Fees to be determined by Supt. of Recreation and Parks	

If a fee is required, please make payment at the Administration Building - Zukor Park Registration Office, 31 Zukor Road, New City, N.Y., according to the following registration schedule two weeks prior to approved date. Checks should be made payable to: **Clarkstown P.B.R.C.** When you register for a program two weeks (or less) prior to the start date, **the fee must be paid in cash or money order.**

Monday through Friday ..... 9:30 A.M. - 4:00 P.M.  
 Tuesday & Friday evenings ..... 7:00 P.M. - 9:00 P.M.  
 Saturday mornings ..... 10:00 A.M. - 12:00 Noon

**REGISTRATION HOTLINE TELEPHONE NUMBER: 639-6200**

**ALL FEES ARE SUBJECT TO REFUND POLICY**