



# DeHoyos Park Permit-

Application for permission for the use of DeHoyos Park

VILLAGE OF MONTICELLO

MONTICELLO NEW YORK

**ALL FEES will be paid in the form of a check or money order ONLY!!!**

**We DO NOT accept cash as a form of payment!!!**

## SCHEDULE OF FEES:

Pavillion Fee: \$150.00 + \$3.00 per person for groups over 10 individuals & buses

Pavillion Fee + Splash Pad: \$150.00 + \$3.00 per person, group of 10 or more \$3.00 per person including buses

Splash Pad Fee(ONLY): \$3.00 per person

Security Fee: Refundable \$250.00 Blank Money Order (after Clean-Up)

Village Resident *Bereavement Repast*: Security Fee of \$250.00 (Blank Money Order)

**\$1 Million Dollar Insurance Coverage is needed for the day of your event**

\*\*\*\*ALL RESERVATIONS MUST BE MADE A MINIMUM OF 72 HOURS IN ADVANCE\*\*\*\*

**\*\*\*\*All Rentals are subject to 4 hours and your event must be completed and the Park must be cleaned within this 4-hour period \*\*\*\***

Renter/Organization Name: \_\_\_\_\_

Person in Charge: \_\_\_\_\_ Phone #: \_\_\_\_\_

Please Circle: DeHoyos Park

Event Date Requested: \_\_\_\_\_ Rain Date: \_\_\_\_\_

Event: \_\_\_\_\_ Approximate # of attendees: \_\_\_\_\_

Event Hours: \_\_\_\_\_ to \_\_\_\_\_ including set up and breakdown

Contact# \_\_\_\_\_ Additional Contact Person: \_\_\_\_\_

Phone # of Additional Contact: \_\_\_\_\_

## **Rules and Regulations for Use of DeHoyos Park:**

The Village of Monticello DeHoyos Park are owned and managed by Village and has been developed to provide non-profit organizations a comfortable, safe place to hold an event.

To accommodate such individuals and groups in a consistent manner, the following policies, rules and regulation for using the available property apply:

Applicant and all representatives at these events conduct themselves with proper decorum at all times while on the permitted premise and shall refrain from any activity that would annoy or offend the public.

At the termination of applicant's use, the designated area shall be surrendered in the same condition or cleanliness and repair as it was upon commencement of the use removed to proper garbage receptacles. If any cleaning or damage repair is necessary, the fee will be forfeited.

181-4 – **Regulations for the Use and Enjoyment of DeHoyos Park**

- A. The following regulations are established to ensure the orderly, equitable, enjoyable and safe use of DeHoyos Park.
- B. These rules shall apply to all person using, entering, and/or participating in activities within DeHoyos Park, a public facility owned and maintained by the Village of Monticello.
- C. DeHoyos Park is open each day between dawn and dusk. Residents and non-residents of the Village are welcome to use the park in a manner consistent with these rules and regulations.
- D. **No buses, whether school or charter buses, may enter or drop passengers at the park without a permit issued by the Village Manager.**
- E. Any proprietor or owner of any such bus is required to reserve entry into the park and seek a permit at least 72 business hours in advance of proposed use through the Village Clerk for this purpose.
- F. In reviewing any such request for use by a bus, the Village Manager shall consider the number of persons on said bus, the park's capacity and prior permitted uses of the park on the day/time in question.
- G. **Between June 15 and September 15, NO bus with a capacity of 30 or more persons shall be permitted to enter DeHoyos Park before 3:30 pm.**
- H. **Any group of ten(10) or more person must obtain a permit from the Village Manager before entering the park and be subject to a fee of \$3.00 per person.**
- I. Organized events, whether conducted by individuals, for profit or not-for-profit organizations, shall require a permit from the Village Manager. An application for such a permit shall be filed at least 72 hours in advance of the proposed use with the Village Clerk. In reviewing said request, the Village Manager shall consider the number in the applying group, the park's capacity and prior permitted uses of the park on the day/time in question.
- J. **For each permitted use, as defined above, the applicants identified above shall pay a security fee of \$250.00 which fee shall cover the projected costs of park upkeep, maintenance and trash removal.**
- K. No commercial activity, vending, solicitation or product or service endorsements are permitted within the park, provided candidates for public office or referendum initiatives may solicit signatures for petitions within the park.
- L. **Those using the park shall refrain from drinking alcoholic beverages; possessing or using glass containers and fireworks or explosive devices, carrying any form of weapon, whether a firearms, knife or other dangerous instrumentality, and playing loud or amplified music, whether live or through a DJ or other recorded device.**
- M. **Dogs are permitted in the park but must be kept on a leash no longer than 6 feet at all times. Those bringing dogs into the park are responsible for the immediate removal and proper disposal of dog waste.**
- N. These regulations shall be enforced by the Village Police Department and the Building Department.

- O. Penalties may be imposed by the Village Justice Court upon proper and due notice and the opportunity to be heard and consistent with Chapter 1, General Provisions, Article 1, sections. 1-16 of the Village Code.
- P. All grill usage MUST be done OUTSIDE the Pavilion and NOT UNDER THE PAVILLION to prevent any and all accidents.
- Q. In the event of any damage being done to the park, the Village retains the right to keep your security fee.
- R. The Village of Monticello retains the right to cancel an event and in the case of that the all fees will be refunded.
- S. Your event must be Completed and Shut-down and the Park must be cleaned within this 4-hour period.

\*\*\*\*\*

I, \_\_\_\_\_ agree to these rules and regulations for the use of DeHoyos Park in the Village of Monticello for my event on \_\_\_\_\_. I will have \_\_\_\_\_ number people in attendance and have paid the fee of \_\_\_\_\_. IF the number of people increase from my original amount that I have already paid for, I understand that I am responsible for paying the Village of Monticello for those additional people.

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

I have read and understand the rules and regulations of DeHoyos Park use and agree to the terms set forth by the Village of Monticello. I understand a fee may not be charged for attendance at the event.

\_\_\_\_\_  
Signature of Applicant Date

Usage Fee: \_\_\_\_\_ Chk/MO#: \_\_\_\_\_

Usage Fee of Groups of 10 or More(\$3.00/person): \$\_\_\_\_\_

Security Fee: \$\_\_\_\_\_ Chk/MO#: \_\_\_\_\_

Village Employee Initials: \_\_\_\_\_ Date: \_\_\_\_\_

### **SECURITY REFUND SECTION!!!**

Security Returned: Y / N Date: \_\_\_\_\_

Chk/MO#: \_\_\_\_\_ Village Employee Initials: \_\_\_\_\_

Returned To: \_\_\_\_\_