

TOWN OF RUSSIA

APPLICATION FOR USE OF KUYAHOORA TOWN PARK

This application is being made with the understanding that the applicant has read, acknowledges and Understands the Rules and Regulations of the Town of Russia, and will comply with the same.

To be filled out by the applicant:

DATE OF USE

REQUESTED TIME OF USE

APPLICANTS NAME

GROUP/ORGANIZATION REPRESENTED

STREET ADDRESS

ADDRESS OF ORGANIZATION

CITY / STATE / ZIP CODE

CITY / STATE / ZIP CODE

TELEPHONE NUMBER

TELEPHONE NUMBER

Applicants Signature

Resident

Non-resident

.....

TO BE FILLED IN BY TOWN REPRESENTATIVE ----- TOWN CLERK

DEPOSIT PAID _____ DATE PAID _____

USE FEE PAID _____ DATE PAID _____

DATE OF INSPECTION _____ BY WHOM _____

APPLICATION, DEPOSIT AND USE FEE WAS RECEIVED BY: _____
Town Representative

The Town Clerk will accept applications for use of the Town Park Pavilion beginning January 5th of the 2026 year requested, and will take them on a first come, first served basis.

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REMEMBER, IT IS YOUR PARK----PLEASE TAKE CARE OF IT

CHECK THE FACILITIES YOU ARE REQUESTING TO USE

PAVILLION _____ ***KITCHEN*** _____

SOCER FIELD _____ ***BASEBALL FIELD*** _____

PLAYGROUND _____

The undersigned agrees to abide by these rules and regulations.

Signature of Individual or Organization Represented

Dated

TOWN BOARD / PARK USE ONLY

APPROVED _____ ***DISAPPROVED*** _____ ***REASON***

AUTHORIZED SIGNATURE

DATE

TOWN PARK PAVILLION AGREEMENT

This Agreement is granted under the following conditions; violation of which shall cause the Park to be closed, all parties to leave and a fine of up to \$ 500.00. Also, if a security deposit is involved, it will be revoked.

- 1.** A deposit of **\$ 50.00** will be paid to the Town Clerk upon reserving the Pavilion. This deposit will be refunded in full, *if the pavilion and other facilities used are found to be in satisfactory condition by the Park Staff.*
- 2.** Requested dates are confirmed **only upon the receipt** of the application and deposit fee, which must be received by the Town Clerk **within 15 days of verbal requests.** If you need to **cancel**, it must be done **15 days in advance**, and the Town Clerk must be **notified in writing**, or the deposit check will be kept.
- 3.** The **organization / individual** who executes the Rental Agreement **must be** at the Park and available if required by the Town or any law enforcement agency. **Any damage** to the Town property, and any fines imposed, will be the responsibility of the sponsoring organization / individual.
- 4.** The Park Pavilion shall be open from Memorial Day to Labor Day each year between the hours of **9 AM to 9 PM.** Use of the Pavilion beyond these hours is prohibited unless an extension is granted **in writing on this form**, and passed by the Town Board. No music shall be played after **9 PM** unless an extension is granted.
- 5.** No connection to the electrical service is permitted other than that for which an electrical outlet has been provided by the Town.
- 6.** Weapons, including firearms, bows and arrows and any other instruments that may be classified as weapons along with fireworks, explosives and dangerous instruments (*as defined by Penal law*), **are forbidden within the Park at any time.**
- 7.** No ox, pig or other similar type of roast is allowed, unless a special permit from the Town is granted. All tables and other park equipment will remain at the same location, both before and after the rental event.
- 8.** No vehicles shall exceed **10 m.p.h.** in Park, at any time.
- 9.** No bashes, or other parties involving "Battle of the Bands" is permitted unless Special Permit is granted. Complaints of excessive noise or bad conduct shall be grounds for the closing of the Park.
- 10.** There shall be **NO ALCOHOLIC BEVERAGES** brought onto the Park property for consumption at the Park, **at any time.**
- 11.** All persons must be out of the Park by 1/2 hour after the closing time.
- 12.** **BRING YOUR OWN CONSUMABLES** (*Garbage bags, paper towels, toilet tissue, etc.*) **Empty all garbage cans, insert new liners, and put all bagged garbage in the DUMPSTER.**
- 13.** **The KITCHEN** should be left in a **clean condition**, ready for the next use. If the **GRILL** is used,

clean the top and remove the grease out of the trap. Use the ***refrigerator labeled for the Town Park use only!!! (Next to the Grill) IF THE FACILITIES ARE NOT PROPERLY CLEANED***, a cleaning charge will be billed to the individual requesting the usage of the Park Facilities.
