

The Village of Hammondsport
18 Water Street, PO Box 425
Hammondsport, NY 14840
(607) 569-3700

Application for Use of Public Park and/or Street

Event Name: _____

Sponsor Group Name: _____ Date: _____

Applicant / Contact Person: _____ Phone: _____

Address: _____

Area to be Used: _____ Date of Event: _____

Describe Event: _____

Time of Event: _____ # of Persons Attending: _____

Please be aware that your sponsor group is responsible for obtaining the following, should they apply to your function:

_____ Electric	_____ Traffic Control	_____ Parking Restrictions
_____ Barricades	_____ Additional Police	_____ Street Closing
_____ Port-a-Johns	_____ Signs	_____ Trash Receptacles & Trash Pickup

Staking into the ground is not allowed in the Village Square. This will necessitate other methods than staking to secure things down such as tents, or fences. Please be aware, that should any damage occur as a result of your failure to comply with these guidelines, your group will be liable for any necessary repairs. It should be further understood that all costs related to the event or use such as damage, repair, reseeding, electricity, sanitary facilities, and trash removal are the responsibility of the applicant. We ask that you leave the park in the same condition, if not better, than you found it.

Signed: _____ Date: _____

Additional Requirements

_____ Certificate of Insurance _____ Deposit Amount \$ _____ _____ Hold Harmless Agreement

Copies of approved applications must be filed with the DPW and Police Departments. Certificates of Insurance or other required documents must be filed with Office of Village Clerk no later than one week prior to event, or permission is revoked.

Office Use Only

Date Application Received: _____ Mayor Signature: _____
Board Action: Date: _____ Approved: _____ Denied: _____