

Town of Owasco 2 Bristol Ave.
Auburn, NY 13021

2020

Application for Use of the Michael J. O'Leary Community Shelter

Today's Date: _____

Name of Organization or Individual (**PLEASE PRINT**): _____

Mailing Address: _____ Email: _____

Telephone: (Day) _____ Evening: _____ Cell: _____

Event- Day: **Mon, Tues, Wed, Thurs., Fri, Sat, Sun,** Month: _____ Date: _____, 2019

I agree to take possession of the Shelter not earlier than _____ am/pm and to vacate the Shelter by _____ am/pm but no later than **8:00 p.m.**

INFORMATION ABOUT YOUR INTENDED USE OF THE SHELTER: 200 GUEST MAXIMUM _____

Purpose of Use: _____

Total Participants: Expected: Adults: _____ Children: _____

Are you a resident of the Town of Owasco: **YES** **NO**

Will an admission fee be charged? **YES** **NO** **Will alcohol be provided by you?**

If so, what will the proceeds be used for? _____ **YES** **NO**

AGREEMENT

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the municipality for the use and care of the facilities. He/she, on behalf of the **Organization** does hereby covenant and agree to defend, indemnify and hold harmless the Town of Owasco from and against any and all liability, loss, damages, claims, or actions (including costs and attorney's fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of the Town of Owasco property, facilities and/or services by **Organization**. Any renter who does not comply with the requirements can be denied future use of the facility.

IN WITNESS WHEREOF, I do hereby ascribe my signature as applicant and/or representative of the above organization, and agree to the rules, regulations and conditions as set forth on Page 2 of this application.

Signature _____ Phone No. _____

Address _____

It is necessary that you pick up the keys to the bathrooms and trash shed at the Town Hall Monday – Thursday (8 a.m. - 4 p.m. and Friday 8:00 a.m. – 12 noon) during the week before you use the Shelter.

**The Town Shelter is a Carry In – Carry Out facility.
You must bring your own trash bags! Please take all trash with you**

PERMIT

Application for use of the Town of Owasco Shelter is hereby granted subject to the foregoing rules, regulations, and conditions.

Paid \$ _____ Date _____ Town Clerk _____

Check # _____ Key # _____

Town of Owasco, Attention: Tammy Flaherty 2 Bristol Ave., Auburn, NY
FACILITY USE REQUIREMENTS

Rental Fee Week Days Monday- Thursday- \$100.00 (I.D. required)

Weekend Fee Friday – Sunday Owasco Residents \$250.00

Non-Residents \$350.00

If you cancel your event you will not receive a refund unless the shelter is re-rented for that date. You will then only receive half of the rental fee!

_____ Please note you are renting the shelter only, not the gazebo located near the playground

_____ 1. Please make sure the restrooms and shed are cleaned up and the doors are locked when you leave.

_____ 2. The renter of the pavilion is responsible for all **cleaning, removal of all trash,** and any/or all **damages** to the municipal facilities. The renter **will be BILLED** for any cleaning and/or repairs as a result of negligence on the renter's part. **NO EXCEPTIONS!**

_____ 3. All posted rules must be adhered to.

_____ 4. Profanity, objectionable language, disorderly acts or illegal activities of any kind are absolutely prohibited, and those violating this prohibition will be ejected from the premises.

_____ 5. Should alcoholic beverages be served, I agree to provide a **certificate of insurance**, at the time this application is submitted, naming the Town of Owasco and me as insured parties. Said insurance shall be in the minimal amount of \$1,000,000 for liability relative to any negligent acts committed by myself, my agents and/or representatives and/or licensees and/or permittees on the premises during the time of my use thereof. In all other respects, I agree to hold the Town harmless and to pay for the cost of the defense of the Town in the event that I and/or the Town are named as party defendants in any action arising from the negligent acts of the aforementioned parties.

_____ 6. Parking: The town has built a new parking lot behind the shelter you must agree that you & all your guests will park in in this parking lot **only!** Do not block the roadway leading up to the Shelter, which is east of the Fire Department and **further agree NOT to park in the Fire Department parking lot.** Vehicles parked in the Fire Dept. area will be **towed** at your or the owners expense.

_____ 7. I do hereby expressly agree that no member of my party shall be allowed to become intoxicated so as to create the possibility of harm to either himself or others. In the event any person in my party should harm himself or others thereby giving rise to such a claim, I shall hold the Town of Owasco harmless and/or indemnify the Town for any judgment, which may result. If alcoholic beverages are in fact to be served on the premises, I shall provide a certificate of insurance protecting the Town and myself from any such action.

8. Table clothes are not to be stapled to the tables, or attached by any other permanent method. ABOVE ALL – PLEASE REMEMBER THAT THE YOU ARE IN A RESIDENTIAL AREA AND WE EXPECT YOU TO BE CURTIOUS TO THOSE AROUND.

Signature _____

Date: _____

Phone: _____

Alternate phone #

required _____