

# VILLAGE OF PENN YAN

## RECREATION AND FACILITIES DEPARTMENT

### PAVILION RENTAL APPLICATION

*APPLICATIONS ACCEPTED BEGINNING FIRST MONDAY OF APRIL*

Applicant Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Group, Organization or Family Name: \_\_\_\_\_

Rental Date: \_\_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Approximate Number Attending: \_\_\_\_\_

Pavilion:

- |  |   |
|--|---|
|  | Red Jacket \$125 / \$250                  |
|  | Indian Pines \$125 / \$250                |
|  | Boat Launch – Large Pavilion \$50 / \$100 |
|  | Boat Launch – Small Pavilion \$25 / \$50  |
|  | Lake Street Pavilion \$50 / \$100         |

Facility Use:

- |  |                            |
|--|----------------------------|
|  | Birthday/Anniversary Party |
|  | Graduation Party           |
|  | Family Reunion             |
|  | Wedding                    |
|  | Celebration of Life        |
|  | Employee Picnic            |
|  | Other: _____               |

Will alcohol be available at your event? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please complete the Alcoholic Beverage Permit application form.

I acknowledge that I have received and reviewed the Informational/Rules & Regulations sheet regarding rental of Village Pavilions. I understand that Village Parks are Carry-In/Carry-Out facilities and I am responsible to remove all garbage, decorations, signs, etc. from the facility at the conclusion of our gathering. I understand that failure to abide by the rules and regulations may result in privileges being revoked with no refund given. I understand that alcohol consumption is not permitted unless I complete the Alcoholic Beverage Permit application form with authorized approval.

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

**Office Use Only**

Authorized Signature of Approval: \_\_\_\_\_ Fee Collected: \_\_\_\_\_

# VILLAGE OF PENN YAN

## RECREATION AND FACILITIES DEPARTMENT

### ALCOHOLIC BEVERAGE PERMIT

Applicant Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Approximate Number of People Attending OVER 21 Years of Age: \_\_\_\_\_

Permit holder assumes all responsibility for the legal consumption of alcoholic beverages for persons covered under this permit. Permit must be in possession of applicant and be present at the gathering. Any violation of Park rules will void this permit. Full content of Parks and Playground Rules and Regulations are contained in Chapter 53 of the Code of the Village of Penn Yan.

Adherence to all New York State and Federal laws regarding possession and consumption of alcoholic beverages are the responsibility of the applicant and their guests. The Village of Penn Yan is not liable for failure of the applicant or their guests to adhere to any laws pertaining to the possession and consumption of alcoholic beverages on Village property. I understand that an approved Alcoholic Beverage Permit must be completed for alcohol to be consumed in Village Parks.

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

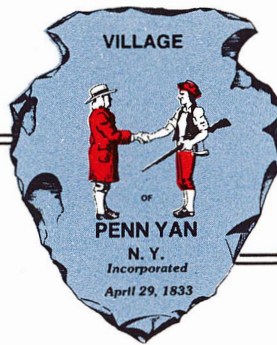
Office Use Only

Place Applicant's Driver's License Here for  
Photocopy

Authorized Signature of Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Copy: Applicant  
Penn Yan Police Dept.  
File



Danny Condella, Mayor  
Kevin McCloud, Deputy Mayor  
Daniel Henries, Jr., Trustee  
Teresa Hoban, Trustee  
Daniel Irwin, Trustee  
Norman Koek, Trustee  
Richard Stewart, Trustee  
Holly Easling, Clerk-Treasurer

## Park Information

P.O. Box 426 111 Elm Street  
PENN YAN, NEW YORK 14527  
Phone: 315-536-3015  
Fax: 315-536-4685  
TDD: (800) 662-1220  
[www.villageofpennyan.com](http://www.villageofpennyan.com)

**Indian Pines Park** offers one of the best views of Keuka Lake and opens May 1<sup>st</sup>. The Park Pavilion is a roofed structure (no sides) with an asphalt floor with electric service. Indian Pines Pavilion can accommodate more than 100 people. There are 18 picnic tables and two grills for your use. Beach access with swimming is available when the lifeguard is on duty, the end of June through August. The Park also offers a playground for your little ones to enjoy. Bathroom facilities are conveniently located in the Park as well. Indian Pines boasts a large parking lot for your guest parking needs. There is no additional cost for parking.

**Red Jacket Park** offers yet another special view of Keuka Lake, opening on May 1<sup>st</sup>. This Park offers an enclosed uninsulated Pavilion that can accommodate approximately 100 people with electric service. There are 18 picnic tables and one grill with a small counter/sink area for your hosting needs. There is also an indoor water spigot. Beach access with swimming is available when the lifeguard is on duty, the end of June through August. Red Jacket offers a large playground with two bathrooms on the premises. Ample parking, at no cost, is also provided with your reservation. Please know that Red Jacket Pavilion is a rustic style structure. Although our maintenance staff cleans the Pavilion before each use, there will be signs of wear and dirt on the wood floor.

**Boat Launch Pavilions** ... it's all in the name. Located in the public boat launch along the Keuka Outlet, two open Pavilions are offered here. The small Pavilion contains two picnic tables; the large Pavilion, 8 tables. There is no electric, water, or bathroom at this site.

**Lake Street Park** offers an open Pavilion, accommodating approximately 60 people. There are eight picnic tables, one grill, and a small playground available for your use. There is no electric, water, or bathroom at this facility.

### Important Note:

Each year we have comments about the geese and their droppings in the Parks. This ongoing battle to control the resident geese population is never ending. This is a problem throughout New York State and we have been in contact with the NYS Department of Health and the NYS Department of Environmental Control. To this date, we have no solution to the problem. Our maintenance staff, throughout the week, spends hours each day shoveling and cleaning the Parks of the goose droppings. Due to staffing constraints, we do not have enough personnel to work weekends to clean up after these birds. Please understand that there will be goose droppings in the Parks, not only on weekdays, but especially on weekends. We ask that you do your part to help us out by NOT FEEDING THE GEESE.

### **OPENING THE PAVILION (Red Jacket Only):**

Village of Penn Yan staff will open the Pavilion no later than 15 minutes prior to your reserved time. In the rare occurrence that the Pavilion is not open and it is:

- After 11 AM – the lifeguard has a key
- Before 11 AM – call the Police Department at (315)536-4426

### **CLOSING THE PAVILIONS:**

- Clean up of garbage including inside decorations and the surrounding area of the Pavilion
- Make sure lights are turned off and there is no water running
- Put any moved picnic tables back as you found them
- Close both doors and lock the padlocks (Red Jacket Only)
- Close and lock all windows (Red Jacket Only)

### **ALCOHOL CONSUMPTION:**

- Alcohol is permitted if you complete the Alcoholic Beverage Permit application form
  - A photocopy of your driver's license will be taken as is required on the application form
  - Permit holder will be responsible for making sure that all people consuming alcohol are 21 years of age

### **GRILLS:**

- There are charcoal grills located at various points throughout the Parks
- You are permitted to bring your own grill as long as it is used outside of the Pavilions

### **DECORATIONS:**

- Streamers, posters, balloons, signs are all permitted.
- We reserve the right to request removal of any sign for any reason
- Please clean up ALL decorations before you leave

### **BATHROOMS:**

- Will be open from May 1<sup>st</sup> through October 1<sup>st</sup>
- Bathrooms may be closed due to service problems - advance notice may not be given

### **SWIM AREA:**

- Open from June 25<sup>th</sup> through Labor Day
  - Based on staffing and weather, it may be open before and after these dates
  - Hours of operation will vary, however hours will be posted at each Park
- Please follow all rules and regulations
- Swim Area Closures:
  - Beaches may be closed due to inclement weather
  - In the event that adequate lifeguard staff is not available, beaches will be closed without prior notice
  - The swim area may be closed at any other time due to unforeseen circumstances
  - Refunds for Pavilion rentals will not be provided due to swim area closures

### **GARBAGE:**

- Carry In/Carry Out – No trash receptacles on site in any Park

### **DOGS, GEESE, and OTHER WILDLIFE:**

- All dogs must be on a leash and cannot be in the swim area
  - Lifeguards have been instructed to not leave their post to rescue any animal
  - Be respectful and courteous to clean up waste
- Please **DO NOT FEED** the geese, seagulls, or other wildlife

This coming Summer brings along a number of significant construction projects in the Village of Penn Yan. Please know that in making your reservation, it is possible that we may need to reach out to you to select an alternate reservation date for your gathering. As we move closer to Summer, we will be able to better determine availability of specific pavilion rentals.

We apologize in advance for any inconvenience.

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Signature of Renter