



Town of Blooming Grove

Orange County, New York

SPORTS PERMIT APPLICATION TOWN PARK USE

Applicant Information

Full Name:				Date:											
<i>Last</i>		<i>First</i>													
Address:															
<i>Street Address</i>				<i>Apartment/Unit #</i>											
<i>City, Town, Town</i>				<i>State</i>		<i>ZIP Code</i>									
Phone:	()	Cell	()	E-mail Address:											
Purpose, type of use, and reason for park use:															
Name of Organization:															
Organization Address, Phone # and email															
Name of Park desired:															
Location of Park:															
Name of Field or Field Number															
First Choice: (day of the week) (circle)		Sun		Mon		Tues		Wed		Thurs		Fri		Sat	
Start Date and Time:				End Date and Time:											
Second Choice: (day of the week) (circle)		Sun		Mon		Tues		Wed		Thurs		Fri		Sat	
Start Date and Time:				End Date and Time:											
Is Application for: (check one)		GAME <input type="checkbox"/>		LEAGUE <input type="checkbox"/>		TOURNAMENT <input type="checkbox"/>		SCHOOL <input type="checkbox"/>		OTHER:					
SPORT:		SOFTBALL <input type="checkbox"/>		BASEBALL <input type="checkbox"/>		SOCCER <input type="checkbox"/>		OTHER:							
Name of League / Team:															
If this is for a season?		(Spring, Summer, Fall) Name the season and attach game schedule													
Player's Age Group (all that apply)		Over 18 <input type="checkbox"/>		Under 17 <input type="checkbox"/>		Under 14 <input type="checkbox"/>		Under 12 <input type="checkbox"/>		Under 8 <input type="checkbox"/>					
What type of League (check one)		Association <input type="checkbox"/>		Corporation <input type="checkbox"/>		Independent <input type="checkbox"/>		Municipal <input type="checkbox"/>		Other:					
In the past, how long has the league received permits from the Town:				List previous year's permit (s)#											
Number of players per-team:				Number of teams:											



Town of Blooming Grove

Orange County, New York

Are you a non-for profit?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Tax ID #
Are you requesting the use of lights for the fields?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	There are additional charges for lights. (See attached exhibit for charge and rates)
Is any material and / or equipment required from the Town?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	What is needed from the Town?
Is this request for use for a tournament?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Tournament Name?
Do you have referees at this sporting event:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Referee Association Name?
Number of referees per game:			
Are the referees compensated:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, by whom?
Does the league provide any other services:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so please list:
Number of spectators anticipated: (Estimate)			
Will spectators be charged: (exact amount)	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes how much?
Will there be sponsorship signage at the event: (Town Board approval required prior to)	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Who is responsible to remove signage:
Will there be vendors at the event:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, Please attach a complete list of all vendors to this application.
Will the event be advertised:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	How will this event be advertised?
Will you be utilizing amplified sound at the event:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, you must obtain a Sound Permit from the Town.
Have you made provisions for on-site security?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, what type?
Have you made any provisions for any on-site medical services?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, attached a complete list of medical services to this application.

[any additional information that may assist the Town]

PERSON HAVING DIRECT CHARGE AND CONTROL OF THE SPORTING EVENT

NAME:		Address:	
CELL #:		BUS #	
FAX #		E-MAIL	



Town of Blooming Grove

Orange County, New York

ALTERNATE PERSON HAVING DIRECT SUPERVISION OF THE SPORTING EVENT (DIFFERENT FROM ABOVE):

NAME:		ADDRESS:	
CELL#		BUS#	
FAX #:		E-MAIL	

NAME OF SECURITY CONTRACTOR[S], SECURITY SUB-CONTRACTOR[S] WHO WILL BE WORKING DURING THE EVENT

Company:		Phone:	() ()
Address:		Cell Phone:	() ()
Contact Person:		E-MAIL address:	Fax () ()

Responsibilities on site:			
Type of equipment		How many? & How much?	
Does your organization have personal liability insurance?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, please provide the below information.

Company:		Phone:	() ()
Address:		Cell Phone:	() ()
Contact Person:		E-MAIL address:	Fax () ()

Responsibilities on site:			
Type of equipment		How many? & How much?	
Does your organization have personal liability insurance?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, please provide the below information.

PROOF OF INSURANCE & BOND ADEQUATE TO COVER THE INTENDED EVENT PURSUANT TO THE TERMS OF THIS APPLICATION AND THE TOWN CODE GOVERNING THIS APPLICATION.

An executed copy of the insurance policy and / or bond must be attached to this application.

Name of the Insurance company?		Does the insurance policy name the Town as an additional insured?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Name of the bonding company?		Are you required to post a bond to cover Town infrastructure?	YES <input type="checkbox"/>	NO <input type="checkbox"/>

Note: Attach an active certificate of liability insurance coverage, naming the Town of Blooming Grove as an additional insurer with a minimum limit of \$1,000,000. This does not apply for those who seek to use the Town property / facilities for First Amendment Purposes.

Disclaimer, Acknowledgement, and Signature



Town of Blooming Grove

Orange County, New York

Acknowledgement

Please read carefully, check each paragraph, and submit signed below.

1. Initial ____ I [we] hereby certify that the information contained in this application is true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any misrepresentation, falsification or omission of information on this application or on any document used to secure a permit shall be grounds for rejection of this application / permit and / or immediate revocation of a permit, if I receive a permit, regardless of the time elapsed before discovery.
2. Initial ____ [If it is a condition of this permit], I [we] have executed an insurance policy adequate to cover the intended event and have named the Town as an additional insured and release the Town from any liability related to this event
3. Initial ____ [If it is a condition of this permit], I [we] hereby certify that a bond / deposit has been issued [if required by the Town] to cover any and all costs related to any and all potential damage to Town property, parkland, grass, and / or any infrastructure[s] seen or unseen that may be or could be damaged from this event.
4. Initial ____ I [we] and any and all other person[s] using Town property or facilities pursuant to this application are deemed to agree to and shall indemnify and hold harmless the Town of Blooming Grove from any and all claims, injuries, damages, liability, expense and cost whatsoever (together "claim") arising from such use. Any person injured or whose property is damaged shall seek recovery from the liability insurance, if any, provided pursuant to this chapter or to his or her own insurance or resources, and not from the Town.
5. Initial ____ I [we] and any and all other persons using Town property or facilities shall, repair any damage to Town property or facilities caused by any and all person[s] using Town property. I [we] shall be responsible to, and shall, clean the property and facilities after each use. I [we] shall submit to the Town Clerk a cash deposit to secure or defray the cost of repairing damage and cleaning. The deposit shall be in an amount set forth by the Town Board, which amount may be amended from time to time. If there are no damages and the property and facilities are properly cleaned after use, the deposit shall be returned. If the cost of repairing damage or cleaning exceeds the amount of the deposit, the applicant shall be required to, and shall, pay the cost of repairing damage and/or cleaning. (see annexed in Exhibit "A & B")
6. Initial ____ I [we] agree to abide by all terms and conditions set for in this application and the rules and regulations of the Town of Blooming Grove (Town Code Chapter 221, see annexed in Exhibit "A") and understand that failure to do so may lead to the cancellation of the event, the denial of future permits and / or application and/or legal action taken by the Town of Blooming Grove. The applicant may not transfer, assign, and/or sublet any / all permits to a third party. If found this permit will be revoked and applicant may be suspended for future use of Town facilities.
7. Initial ____ I [we] agree to pay all fees and deposits required for this rental of Town property and facilities are annexed here to in Exhibit "D".
8. Initial ____ I [we] are requesting a waiver of fees, and I (we) shall fill out a form annexed hereto as Exhibit "C" and provide the Town with a detailed letter explaining any and all hardships and requests for a waiver.
9. Initial ____ I [we] agree to provide the Town with all complete schedule(s) requested and will notify the Town within 48 hours prior to a change in any / all schedule(s). The Town shall approve all changes prior to.

I certify that my answers are true and complete to the best of my knowledge.

Signature: _____ Date: _____



Town of Blooming Grove

Orange County, New York

[any additional information that may assist the Town]



Town of Blooming Grove

Orange County, New York

SPORTS PERMIT APPLICATION

TOWN PARK USE

RETURN DEPOSIT REQUEST

NAME: _____

ADDRESS: _____

PERMIT#: _____

DEPOSIT FEE: _____

LOCATION OF EVENT: _____

- Request must be submitted within 30 days from the date of the event

OFFICIAL USE ONLY:

REFUND CHECK#

DATE

Received by & Date



Town of Blooming Grove

Orange County, New York

SPORTS PERMIT APPLICATION TOWN PARK USE Exhibit "A"

Rules and Regulations:

1. Any and all events sponsored by the Town of Blooming Grove shall have a priority in scheduling over all non-Town sponsored events.
2. Any organization wishing to use Town property and/or facilities shall first apply to the Town Director of Recreation. The Director will forward the completed form(s) to the Town Board for consideration.
3. The Town Board shall have the final approval authority of the use of Town property and/or facilities and resolution of all scheduling conflicts. A cancellation or delay will be scheduled at the discretion and directions of the Director of Recreation and subject to Town Board approval.
4. All posted rules must be followed. No person shall perform any act which produces unreasonably intrusive sound and noise. Any amplification systems must be approved by the Town Board prior to use and must receive any / all permits from the Village of Washingtonville prior to filing a request to the Town Board.
5. The possession of alcoholic beverages or controlled substance (as defined in the NYS Penal Law) is strictly prohibited and cause for ejection, arrest, prosecution, and revocation of permit(s) for use of any/all Town field(s) and facilities.
6. The unpermitted private sale of any food and/or beverage is strictly prohibited without prior approval from the Town of Blooming Grove Town Board.
7. All fog machines and smoke machines are strictly prohibited.
8. The use of profanity, objectionable language, disorderly acts or conduct or illegal activities of any kind are absolutely prohibited, and those violating this prohibition will be ejected from the premise and revocation of permit(s) for use of any/all Town field(s) and facilities.
9. Any damage to Town Property or facilities shall be promptly repaired at user's expense. The user must clean the property and facilities after each use and leave all property and facilities in good order and repair.
10. If maintenance personnel are not available, the user is responsible to lock all doors, securing all facilities, turn all light off, and return all thermostats to original temperature. All keys to Town property / facilities must be returned the next business day.



Town of Blooming Grove

Orange County, New York

SPORTS PERMIT APPLICATION TOWN PARK USE

11. The user must have Town Board approval prior to use of facilities. A permit may be revoked at any time without cause and all permits are non-transferable.
12. Permitted users are prohibited from granting use of any/all facilities, parks, fields, courts etc. to any third party and/or sub-lease / gift / grant use of any/all Town owned properties to an unpermitted person(s).
13. Any user which will have admission and/or participation by youth under the age of 18 years old requires the presence of adequate adult supervision.
14. **In the event of an accident, injury, or emergency, the permitted party and/or their representative will, without delay, notify the following:**
 - a. The Town of Blooming Grove Police Department (845)-496-9161, **and;**
 - b. (if located within the Village of Washingtonville) the Village of Washingtonville Police Department at (845)-496-9123, **and;**
 - c. The Town of Blooming Grove Recreation Department (845)-496-9201, **and;**
 - d. The Town Buildings, Grounds, and Parks Department (845)-779-1136, **and;**
 - e. The Town of Blooming Grove Clerk's office at (845)-496-5223 Ext # 2 **and;**
 - f. The Town of Blooming Grove Supervisor's office at (845)-496-5223 Ext# 1
15. No refunds will be issued unless agreed upon, in advance, by the Town of Blooming Grove Town Board by way of resolution.
16. Athletic Field Use and Notice is to be given to the Town Director of Recreation for:
 - a. 24-hour notice is required for cancellation of a single game or practice use unless it is weather related.
 - b. Three (3) weeks' notice is required for cancellation of Tournaments.
 - c. No refunds will be issued unless proper timely notice is provided to the Town in writing.
17. Permits will not be issued without proof of insurance.
18. All applications for a season and/or more than one game/day shall include all games, names of teams, age group of players, estimate of start of game, estimate of the duration of the games, which field or location will be used for these games, and will lights be requested for this use.
19. Any signage that the permitted party wants and/or anticipates to have during the event must be approved prior to the signage be erected by Town Board resolution.

Exhibit "B"

Schedule of Use of Town Property and Facilities Fees and Deposits

Chapter 221. USE OF TOWN PROPERTY AND FACILITIES

[HISTORY: Adopted by the Town Board of the Town of Blooming Grove 2-26-2007 by L.L. No. 3-2007. Amendments noted where applicable.]

§ 221-1. Permit required.

[Amended 3-10-2008 by L.L. No. 1-2008]

Any person or group seeking to hold or conduct an outdoors field day, sporting event, carnival, picnic, concert, address, rally, assembly, or other gathering at a Town park and at which more than 18 persons are expected to attend must first obtain a permit approved by the Town Board. Any person or group seeking to use any other Town-owned property, regardless of the number of persons expected to attend, must first obtain a permit approved by the Town Board. A permit may be granted only to a nonprofit group or person who seeks to use Town property or facilities for a legal use and for a nonprofit or community purpose. The Town Board shall grant such permit, unless the Board determines that there exists any one or more of the grounds set forth in § 221-10 below. A group or person must apply for a permit at least 15 days prior to the planned use of Town property or facilities. An applicant who seeks to use Town property or facilities for a First Amendment purpose must apply at least five days prior to the planned use of property or facilities. However, if the applicant demonstrates that a shorter time period for decision is necessary due to the time-sensitive nature of the intended use or event, then the Town Board shall hold a special meeting in order to act on the application.

§ 221-2. Acceptance of property and facilities; assumption of risk.

All Town property and facilities shall be accepted by all users in an as-is condition. The Town specifically denies and excludes any representations or warranties of any kind, express or implied, regarding the use of Town property and facilities. Use of such property and facilities by permittees, participants, spectators, invitees and any others constitutes an assumption of risk by all such persons and acceptance of the terms of this chapter.

§ 221-3. Indemnification and hold harmless agreement.

[Amended 3-10-2008 by L.L. No. 1-2008]

The applicant and any and all other persons using Town property or facilities pursuant to this chapter are deemed to agree to and shall indemnify and hold harmless the Town of Blooming Grove from any and all claim, injury, damage, liability, expense and cost whatsoever (together "claim") arising from such use. Notwithstanding the above, an applicant using Town property or facilities for a First Amendment purpose is deemed to agree to and shall indemnify the Town from any and all claim caused directly by such applicant or the applicant's group. In addition, any person using Town property or facilities for a First Amendment purpose is deemed to agree to and shall indemnify the Town from any and all claim caused directly by such person. Any person injured or whose property is damaged shall seek recovery from the liability insurance, if any, provided pursuant to this chapter or to his or her own insurance or resources, and not from the Town. An applicant who is indigent and seeks to use Town property outside of a building for

a First Amendment purpose shall not be deemed, by this section, to have agreed to indemnify the Town.

§ 221-4. Responsibility for damages; cleaning; deposit.

[Amended 3-10-2008 by L.L. No. 1-2008]

The applicant shall be responsible to, and shall, repair any damage to Town property or facilities caused by the applicant or applicant's group. The applicant shall be responsible to, and shall, clean the property and facilities after each use. The applicant shall submit to the Town Clerk a cash deposit to secure or defray the cost of repairing damage and cleaning. The deposit shall be in an amount set forth by resolution of the Town Board, which amount may be amended from time to time. If there is no damage and the property and facilities are properly cleaned after use, the deposit shall be returned. If the cost of repairing damage or cleaning exceeds the amount of the deposit, the applicant shall be required to, and shall, pay the cost of repairing damage and/or cleaning. An applicant who is indigent shall not be required to submit the deposit.

§ 221-5. Insurance.

A. Each applicant who seeks to use a Town building for any purpose or who seeks to use Town property for an organized sport, recreational, picnic or similar purpose shall provide liability insurance, naming the Town of Blooming Grove as an additional insured, in the minimum amount of \$1,000,000. For organized sport, recreation, picnic or similar uses, the Town Board may require a greater amount on a case-by-case basis.

B. An applicant who seeks to use Town property outside of a building for First Amendment purposes shall not be required to provide liability insurance.

§ 221-6. Scope of use; supervision.

No person shall be authorized or allowed to use or enter upon Town property or facilities pursuant to this chapter except to the extent authorized by permit. All minors shall be supervised by parents or persons over the age of 21. The Town shall have no duty of supervision.

§ 221-7. Notice of requirements.

The permittee shall provide notice of all requirements of this chapter to all participants, spectators, invitees, and others using Town property or facilities pursuant to a permit issued pursuant to this chapter. The Town shall have no duty to give such notice. Failure of the permittee to provide such notice shall impose no liability or responsibility upon the Town.

§ 221-8. Permit application fee.

[Amended 3-10-2008 by L.L. No. 1-2008]

Each permit applicant shall pay a permit application fee upon submission of the application. The fee shall be established by resolution of the Town Board and may be amended by resolution from time to time. The fee shall be reasonably equivalent to the administrative cost of processing the application. An applicant who is indigent and who seeks to exercise First Amendment rights shall be exempt from this requirement.

§ 221-9. First Amendment activity.

[Amended 3-10-2008 by L.L. No. 1-2008]

Use of Town-owned traditional public forums for First Amendment activity is permitted pursuant to this chapter. A traditional public forum is Town-owned property that has been traditionally available for expressive activity by members of the public. Town-owned streets, sidewalks and parks are deemed traditional public forums.

§ 221-10. Permit denial.

A. The Town Board may deny a permit application based on one or more of the following grounds:

- (1) The application for permit, including the permit fee and any required attachments and submissions, is not fully completed and executed.
- (2) The applicant fails to submit the required indemnification agreement, insurance certificate or damage/cleaning security deposit.
- (3) The application contains a material falsehood or misrepresentation.
- (4) The applicant or the person on whose behalf the application for permit is made has on a prior occasion made a material falsehood or misrepresentation concerning the nature or scope of a use, event or activity previously permitted or has violated this chapter or the term of a prior permit issued to or on behalf of the applicant or such person.
- (5) The applicant is legally incompetent to contract or to sue and be sued.
- (6) The applicant or the person on whose behalf the application for permit is made has on a prior occasion damaged or failed to clean a Town-owned property or facility and has not paid in full for the repair of such damage or for such cleaning.
- (7) A proper permit application to use a Town-owned property or facility at the same time and place has been previously received, and a permit has been or will be granted to such prior applicant authorizing uses or activities which do not reasonably permit multiple use or activity of the property or facility.
- (8) The use or activity intended by the applicant would conflict with a previously planned use, activity or event organized or conducted by the Town.
- (9) The use or activity intended by the applicant would present an unreasonable danger to the health or safety of the applicant, participants, invitees, other users of Town-owned property or facilities, Town employees or the public.
- (10) The use or activity intended by the applicant is prohibited by any applicable law or regulation, including this chapter.
- (11) The use or activity is intended to be conducted between the hours of 9:00 p.m. and 8:00 a.m.

B. The Town Board shall set forth in writing the ground(s) for denial and, where feasible, suggest measures to cure the defect(s) or suggest an alternative location(s).

§ 221-11. Appeal of permit denial.

The applicant may appeal a permit denial in writing to the Town Board within seven days after the date of the denial. The Town Board shall consider only the objective standards set forth in § 221-10 when determining the appeal. The Town Board must act on the appeal at its next regularly scheduled Town Board meeting and set forth in writing its reasons for granting or denying the appeal. If the applicant demonstrates that a Town Board decision on appeal prior to the next regularly scheduled Town Board meeting is necessary due to the time-sensitive nature of the intended use or activity, then the Town Board shall hold a special meeting to consider and act on the applicant's appeal. If the Town Board denies an applicant's appeal, the applicant may seek judicial review pursuant to law.

§ 221-12. Enforcement; penalties for offenses.

A. This chapter shall be enforced by the Police Department, Town Highway Superintendent, Building Inspector and/or Code Enforcement Officer.

B. Any applicant or person who violates any provision of this chapter or the term of any permit issued pursuant to this chapter shall, upon conviction, be subject to punishment by a fine not to exceed \$350 or imprisonment for a period not to exceed 15 days, or both. Each week's continued violation shall constitute a separate additional violation.

C. In addition to and not in lieu of the above, any applicant or person who violates any provision of this chapter or the term of any permit issued pursuant to this chapter shall, upon the order of a court of competent jurisdiction, be liable to the Town for a civil penalty in an amount not to exceed \$350. Each week's continued violation shall constitute a separate additional violation.

D. In addition to and not in lieu of any of the above, the Town Board or any enforcement officer may institute any appropriate action or proceeding to prevent, restrain, enjoin, correct or abate any violation or threatened violation of this chapter or of the term of any permit issued pursuant to this chapter.

Exhibit "C"

Please state reason for waiver of fees, deposits or insurance.
