



**FEE SCHEDULE****Pavilion Rental** – Ryder Park, Gerlach Park & Cedar Lane Park

Fee: \$225.000 for 4 hours  
 \$25.00 for each add'l hour

**Group Picnic Area** – Engel Waterfront Park

Fee: \$75.00 for 4 hours  
 \$25.00 for each add'l hour

**NO CASH ACCEPTED** – Only checks or Money Orders. Payable to: “**Town of Ossining**”

**Refundable Deposit:** A separate \$75.00 clean-up deposit must accompany reservation applications and will be returned the following month, if pavilion/picnic area is properly cleaned after use. Change of date is subject to park availability and must occur 30 days prior to reserved date. **This deposit cannot be waived.**

There shall be **NO REFUND** of a fee except upon written notice received 30 days prior to reserved date.

**Facility Use Requirements:**

The use of all Parks facilities shall be subject to the approval and rules of the Town of Ossining pursuant to Chapter 138 of the Ossining Town Code and to be administered by the Superintendent of Recreation.

Permits will be issued to organizations and groups of 20 or more. The individual applicant must be a resident of the Town of Ossining and must be at least 21 years of age. The Superintendent of Recreation reserves the right to request a list of the members of the organization or group.

Applications must be submitted no later than **15 days** prior to the requested date.

Dates of reservations will be assigned on a first-come, first-served basis. The Superintendent of Recreation reserves the right to deny any application for a date when a park site will be used for a program sponsored by the Recreation Department, and all reservations involving sites with playing fields are subject to a priority with respect to the use of such fields in favor of regularly scheduled games authorized by the Recreation Department.

Where use of a park site by more than 100 people is involved, the applicant must supply, at least five days prior to the scheduled event, a certificate of liability insurance reflecting coverage in the amount of at least \$1,000,000 and naming the Town of Ossining as an additional insured, and such coverage shall be considered primary. In addition, said applicant shall be required to indemnify the town, in writing, to hold it harmless and to defend it against any and all claims arising, directly or indirectly, from the applicant's use of the site.

A permit shall be valid only for the day it is issued and for the hours the park is open for use. Permits may be revoked at any time.

In the event of inclement weather, the Superintendent or his designee has the final authority on whether facilities are usable.

No alcoholic beverages shall be sold or consumed in any park unless sold or consumed in connection with an event for which a permit has been issued by the New York State Liquor Authority.

All posted rules must be adhered to.

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.

Any damage to municipal facilities shall be promptly repaired with no exception, at the users' expense.

Organizations using the facilities must clean up afterwards.

Any organization with youth under 18 years of age, require adequate adult supervision at all times.

Fees are in accordance to the fee schedule adopted by the Ossining Town Board, payable before use begins.

The non-emergency telephone for Ossining Police Department is 914-941-4099.

**NO AMPLIFIED MUSIC PERMITTED** – No music shall be played or loudspeakers used after 9:00 p.m. on any day, except as specifically authorized in a permit issued by the Town of Ossining. Moreover, the playing of such music and the use of such loudspeakers shall comply in all respects with “Chapter 130 - Noise” of the Ossining Town Code.