

TERMS AND CONDITIONS

1. All vehicles must be parked in designated parking areas. Issuance of this permit does not waive any applicable Vehicle Use Fees which must be paid upon entry. Before making this application please discuss parking payment options, if any, with the Park Manager that may be available at the discretion of the Region
2. The shelter and site must be left in a clean condition. The permittee is responsible for removing all garbage and litter from the shelter area. In Carry-In/Carry-Out parks, there are no trash receptacles in the park; all garbage generated must be removed from the park. Otherwise, all garbage is to be deposited in the garbage cans and recycling bins located throughout the park.
3. Restrictions and fees regarding alcohol use apply at individual parks; see attached Alcohol Policy for details.
4. No alterations are to be made at the picnic site (including, but not limited to: cutting trees and erecting signs, banners or flags) without the express written authorization of the Park Manager. The permittee will be responsible for any damages to park property, facilities or other persons resulting from the permittee's activities under the permit.
5. A copy of this permit must be present on the day the shelter is used.
6. Permittee shall promptly report any and all unusual incidents to the Park Manager or Park Police. Unusual incidents include, but are not limited to: damage to Park property, accidents, personal injuries, and emergencies involving medical personnel.
7. The Office of Parks, Recreation and Historic Preservation shall not be responsible for any items left unattended in the shelter areas.
8. The permittee covenants and agrees to defend, indemnify and hold harmless the Executive Department, the Office of Parks, Recreation and Historic Preservation and the people of the State of New York from any and all liability which may arise out of or result from use made by the permittee of the premises.
9. At the discretion of the Region, including if the group is larger than _____ people, the permittee may be required at their own cost and expense, to procure a policy of public liability insurance). The People of the State of New York, the Executive Department, the Office of Parks, Recreation and Historic Preservation and their officers, agents, employees and assigns shall be additional named insurers in such policy. At a minimum, the policy or policies shall contain limits of no less than \$1,000,000 for each occurrence and a general aggregate minimum of \$2,000,000 to protect permittee and each additional insured from any claims for damages to property and for personal injuries, including death which may arise in connection with the uses permitted under this permit. If insurance is required, Permittee shall deliver to the Office of Parks, Recreation and Historic Preservation certificates of insurance at the beginning of the term of this permit. Public liability insurance minimums may be adjusted to the New York State Office of General Services guidelines for public liability insurance.
10. Weddings, receptions and private parties which take place outside of regular public use areas or those which require special arrangements (including, but not limited to: catering, alcohol, erection of tents, exclusive use of outside areas and amplified music) shall require a separate Permit for an additional fee and additional commercial insurance.
11. This permit is subject to the policies and Rules and Regulations and Policies of the Office of Parks, Recreation and Historic Preservation as well as State and Federal laws and regulations.
12. Additional Conditions: (SEE ATTACHED)

Questions concerning these conditions or the use of the Park can be directed to the Park Manager,
_____, at _____-_____-_____, Monday through Friday between 8:30 a.m. and
4:00 p.m.

REGIONAL RESERVATION INFORMATION

RESERVATION AND PAYMENT PROCEDURE:

ADDITIONAL PERMITS/INSURANCE/FEEES:

CANCELLATION/REFUND POLICY:

ALCOHOL POLICY/PERMIT: