



OFFICIAL USE ONLY:

Receipt #: _____

Date Issued: _____

Issued By: _____

**FINGER LAKES STATE PARKS, RECREATION AND HISTORIC PRESERVATION
PICNIC SHELTER RESERVATION INFORMATION AND APPLICATION**

The State Parks listed on the reverse side have picnic shelters available for group picnics for use during normal park hours from May to mid-October. The shelter may be reserved and rented upon application made with the Park Manager at the park.

RESERVATION PROCEDURE – Applications will be accepted over the phone or hand delivered up to eleven (11) months in advance of your reservation date. Reservations will be accepted on a first come, first serve basis. In the event of multiple reservation requests for the same day, a lottery will be held. Please contact the park for details. Reservations over the phone by credit card (Visa, MasterCard, American Express or Discover) must be finalized by submitting a completed and signed application. If the applicants first choice date is not available, the second choice shown on the application will be considered. Permittee must have application in their possession the day of rental. **Return both copies** of the application, a stamped, self-addressed legal envelope, and a check made payable to NYSOPRHP.

FEES – The shelter rental fee is shown on the reverse side of this form. For very large groups and/or special requests (ex: extra tables, tents, etc.) the Park Manager may establish a fee schedule which includes the shelter use. **THE SHELTER FEE IS IN ADDITION TO THE REGULAR VEHICULAR USE FEE COLLECTED AT THE PARK ENTRANCE.** Requests for full refunds will only be considered more than 30 days prior to the reservation date. Requests for refunds less than 30 days but more than 10 days prior to reservation date will receive a 50% refund. Any cancellations made less than ten days prior to reservation date will not receive a refund. All refund requests must be in writing and include an original receipt. A service fee of \$9.00 will be deducted from the refund.

TERMS AND CONDITIONS

1. An alcoholic beverage permit will be required if alcoholic beverages are to be served or available.
2. **ALL GARBAGE GENERATED MUST BE REMOVED FROM THE PARK IN COMPLIANCE WITH THE CARRY-IN, CARRY-OUT POLICY OF THE FINGER LAKES STATE PARK REGION.**
3. The permittee is responsible for cleaning the premises and leaving it in the same general condition as it was at the time of occupancy, and shall be responsible for reimbursing Parks for any unusual cleaning expenses incurred or for any damage caused by the Permittee or any person in the premises at the invitation of the Permittee.
4. Amplification of music or other sounds requires advance written approval. Tents also require advance approval and may require insurance.
5. The Permittee shall abide by all Park rules and regulations as well as applicable State and Federal Laws.
6. The Permittee assumes all risks related to this permit and shall be solely responsible and answerable in damages for all accidents or injuries to person or property, and hereby covenants and agrees to indemnify and keep harmless the People of the State of New York; Office of Parks, Recreation and Historic Preservation; their officers and employees; from any and all claims, suits, losses, damage or injury to person or property of whatsoever kind or nature, whether direct or indirect, arising out of the operation of this Permit, or the carelessness, negligence or improper conduct of the Permittee or any servant, agent or employee thereof.
7. The Office of Parks, Recreation and Historic Preservation shall not be responsible for property damage or personal injury to the Permittee, or any person upon the premises at the invitation of the Permittee.
8. The Permittee hereby waives any and all claims for compensation for any and all loss or damage sustained by reason or any interference by any public agency or official in the operation of this Permit; any such interference shall not relieve the Permittee from any obligation hereunder.

NAME OF GROUP: _____ CONTACT PERSON: _____

ADDRESS: _____

CITY, STATE & ZIP: _____ PHONE NUMBER: _____

STATE PARK: _____ NUMBER IN GROUP: _____

SHELTER/LOCATION: _____ (1st Choice) _____ (2nd Choice)

DATE REQUESTED: _____ (1st Choice) _____ (2nd Choice)

Arrival Time: _____ a.m./p.m. Departure Time: _____ a.m./p.m. WILL ALCOHOLIC BEVERAGES BE SERVED? YES NO

\$ _____
Shelter Rental Fee
CHECK CHART ON REVERSE SIDE

The reserving group must stop at the Park office the day of the event to complete necessary beverage permits and/or be advised of any other pertinent information.

Signature of Applicant Date

Please return with payment by: _____

COMPLETE AND RETURN BOTH COPIES OF APPLICATION WITH A STAMPED, SELF-ADDRESSED LEGAL ENVELOPE
NOTE: THE SHELTER RENTAL FEE IS IN ADDITION TO THE REGULAR VEHICULAR USER FEE COLLECTED AT THE PARK ENTRANCE.

Park	Office	Description	Flat Rate Fee
BUTTERMILK FALLS STATE PARK c/o Robert H. Treman State Park 105 Enfield Falls Road Ithaca, NY 14850	607 / 273-3440	Upper - Enclosed	\$100.00
CAYUGA LAKE STATE PARK 2678 Lower Lake Road Seneca Falls, NY 13148	315 / 568-5163	Upper Bathhouse - Enclosed Open Enclosed	\$125.00 \$75.00 \$75.00
FAIR HAVEN BEACH STATE PARK PO Box 16 Fair Haven, NY 13064	315 / 947-5205	Bay - Enclosed Sabin Hall - Enclosed Lakeview - no electric Party Tent 20x20 Party Tent 20x30	\$100.00 \$150.00 \$20.00 \$60.00 \$75.00
FILMORE GLEN STATE PARK 1686 State Route 38 Moravia, NY 13118	315 / 497-0130	Upper - Open Fillmore Room - Enclosed Old Bathhouse - Enclosed 20x30 Tent Canopy	\$75.00 \$75.00 \$40.00 \$60.00
KEUKA LAKE STATE PARK 3560 Pepper Road Bluff Point, NY 14478	315 / 536-3666	Upper - Enclosed Lower - Enclosed	\$75.00 \$75.00
LODI POINT c/o Sampson State Park 6069 Route 96A Romulus, NY 14541	315 / 585-6392	Open	\$20.00
NEWTOWN BATTLEFIELD 451 Oneida Road Elmira, NY 14901	607 / 732-6067	North - Open w/Fireplace Lodge - w/Kitchen Enclosed w/Fireplace Picnic 1 thru 6 - #6 is located at the ball field	\$60.00 \$150.00 \$150.00 \$25.00
ROBERT H. TREMAN STATE PARK 105 Enfield Falls Road Ithaca, NY 14850	607 / 273-3440	Upper - Enclosed Lower South - Enclosed Lower North - Enclosed	\$75.00 \$100.00 \$150.00
SAMPSON STATE PARK 6096 Route 96A Romulus, NY 14541	315 / 585-6392	Enclosed Recreation Center (not available in July & August) 1/2 Enclosed Open	\$100.00 \$100.00 \$50.00 \$20.00
SENECA LAKE STATE PARK 100 Waterloo-Geneva Road Geneva, NY 14456	315 / 789-2331	Lakeside #1 - Enclosed Lakeside #2 - Enclosed Bathhouse #3 - Enclosed Bathhouse #4 - Enclosed Party Tent 20x40 with sides	\$175.00 \$150.00 \$75.00 \$75.00 \$100.00
STONY BROOK STATE PARK 10820 Route 36 South Dansville, NY 14437	585 / 335-8111	Lower Semi-Enclosed Upper - Open	\$60.00 \$50.00
TAUGHANNOCK FALLS STATE PARK 2221 Taughanock Park Road Trumansburg, NY 14886	607 / 387-6739	Lakeside North - Enclosed Central Creekside North	\$175.00 \$150.00 \$50.00
WATKINS GLEN STATE PARK PO Box 340 Watkins Glen, NY 14891	607 / 535-4511	East - Enclosed West - Enclosed Loggia - Open on one side Iroquois Lodge	\$75.00 \$75.00 \$75.00 \$150.00



**Parks, Recreation
and Historic Preservation**

Robert H Treman, Allan H Treman Marina, Buttermilk Falls, and
Newtown Battlefield State Parks
105 Enfield Falls Road Ithaca, New York 14850
PHONE (607) 273-3440 FAX (607) 272-1886

OTHER APPLICATIONS OR PERMITS THAT MAY BE REQUIRED

Picnic Shelter - Fee required to utilize a shelter.

NOTE: Shelter Rental Hours are between **10 am** and **9 pm**. Shelters are rented to one group per day, please be true to your arrival and departure time. Shelters are not available before 10 am for decorating or setting up unless you have rented and paid for it the day before.

Wedding Permit - Fee may be required. If you plan to be married in the park, we need to know: All logistics of the Ceremony. **REQUEST NEEDS TO BE IN WRITING AND APPROVED IN ADVANCE BY THE PARK MANAGER**

Tent Permit - Fee required if you plan to use a tent in conjunction with the shelter rental. In addition, we need to know: Date, Location, Tent Size, and Who & When is putting up & taking down the tent. **REGIONAL PERMIT REQUIRED**

Request to use Coupons - No Fee. If you decide to pay for your guest's park entry, you must send them an entrance coupon. **REQUEST NEEDS TO BE IN WRITING AND APPROVED IN ADVANCE BY THE PARK MANAGER**

Alcoholic Beverage Permit - No fee. An Alcoholic beverage permit is required if alcoholic beverages are to be served or available. **MUST BE OBTAINED AT THE PARK OFFICE ON THE DAY OF THE EVENT**

Amplified Music Permit - No Fee. Amplified music may be permitted at some locations and only until 8:30 pm. **REQUEST NEEDS TO BE IN WRITING AND APPROVED IN ADVANCED BY THE PARK MANAGER**

Swim Permits - Fee required. Groups Camps, Summer Camps, Day Camps, etc. must obtain a permit. **PERMIT NEEDS TO BE APPROVED AND PAID IN ADVANCE**

Vehicle & Bus Information - An entry fee is charged at the park from 8 A.M. to 6 P.M. during the season and you will be charged to get into the park. This fee is NOT included or part of Other Fees. If coming by bus, the fee would be \$35.00 per bus per day for Non-Profit Groups and \$ 75.00 per bus per day for Commercial groups. A TAX EXEMPT CERTIFICATE is required proof for Non-Profit status. Groups not producing permit or Tax Exemption will be charged the daily commercial fee of \$75.00 per bus and is not refundable. **There is no vehicle use fee for Newtown Battlefield.**

WRITTEN REQUESTS MUST BE SUBMITTED FOR FINAL APPROVAL

SHELTER SEATING CAPACITIES:

ROBERT H. TREMAN -

LOWER SOUTH - 112 PEOPLE
INSIDE - 88

LOWER NORTH - 210 PEOPLE

UPPER - 82 PEOPLE
INSIDE - 34, OUTSIDE - 48

BUTTERMILK FALLS -

UPPER - 109 PEOPLE
INSIDE - 73

NEWTOWN BATTLEFIELD -

MAIN LODGE - 97 PEOPLE

NORTH - 60 PEOPLE

PICNIC SHELTERS 1-6 - 30 PEOPLE