

**LONG POINT PARK**  
**PAVILION/FACILITY REQUEST FORM FOR RESIDENT**

Resident's Name, Address, Tel. No. and email address: \_\_\_\_\_

Organization Name\*, Address, Tel. No. and email address: \_\_\_\_\_

*\*Organizations using the Park must also comply with the Insurance Requirements for Use of Long Point Park Facilities*

Date Requested: \_\_\_\_\_ Time Requested: From: \_\_\_\_\_ To: \_\_\_\_\_

Reason for request (i.e. picnic, reunion, etc.): \_\_\_\_\_

Approximate number attending: \_\_\_\_\_

Number of bays requested (1 bay = row of 5 tables which seats approximately 50 people): \_\_\_\_\_

Or Whole Pavilion requested (Whole Pavilion = 7 bays): \_\_\_\_\_

Planned Activities: \_\_\_\_\_

Will a bounce house or amusement device be used? \_\_\_\_\_ (If yes, there are additional insurance requirements)

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The Geneseo Town Board has adopted the following Policies for the Park:

- Park gate closes at 10 pm
- No music or noise after 9 pm – be considerate of the park's neighbors
- **A carry in – carry out policy exists for the Park. You must carry out your own refuse!**
- A security deposit of **\$100.00** must be included with payment for your reservation. Security deposits will be fully refunded if the park is left in good condition. (i.e. trash moved, no items left behind, tables in original places)

I have read the above policies of the Geneseo Town Board as well as the Long Point Park Rules and Regulations and will adhere to them.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Signature

The municipality reserves the right to change these requirements without notice. Any misrepresentation on this form is a strict violation of the facility's use and there may be consequences.

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**Directions:** Fill out this form, enclose with a check made out to "Geneseo Town Clerk" for correct amount - Charges are \$45 per bay, or \$300 for the entire pavilion. A security deposit of \$100 is also due at the time of reservation; send to: Geneseo Town Clerk, 4630 Millennium Drive, Geneseo, New York 14454. You will receive a receipt for your check if the request is granted, or a phone call if there is a conflict for the date you have requested. Please feel free to call us at 991-5000 if you have any questions.

Revised 12/11/2009, 5/9/2013, 12/9/2013, 12/30/13, 2/27/2015, 6/15/2015