

**VILLAGE OF MACEDON PARKS  
81 WEST MAIN STREET  
MACEDON, NY 14502  
(315) 986-3976**

Person/Organization Making Request \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_  
\_\_\_\_\_

Type of Event \_\_\_\_\_

Requested Date \_\_\_\_\_ Requested Time \_\_\_\_\_

\_\_\_\_\_ Business/Clubs/Organizations Expected # in Attendance \_\_\_\_\_

\_\_\_\_\_ Pavilion Gazebo \_\_\_\_\_ Water yes \_\_\_\_\_ no \_\_\_\_\_

**Park Information and Regulations**

- All reservations must be submitted to the Village Clerk's Office and will be granted on a first come, first serve basis.
- Village of Macedon residents using the park for small gatherings are exempt from pavilion fees and will be required to provide proof of residency at the time the reservation is made.
- Local charitable organizations will be exempt from pavilion fees and will be required to provide proof of such status at the time the reservation is made.
- Park hours: 8:00 AM until 9:00 PM
- An adult must accompany youth 10 years old and younger.
- Parking is permitted only in designated areas.
- All animals must be leashed and animal waste must be disposed of in trash receptacles
- Civic, municipal and other organizations must obtain a permit from the Village Board and consult the Village Clerk for information on required insurance coverage and any special conditions.
- Alcohol, unlicensed motor vehicles (including ATV's), projectiles (including lawn darts, and archery equipment), gambling and fireworks are prohibited.
- Please remember that this is a public park. As such, the general public cannot and will not be restricted from using the park during your reserved time.
- All events sponsored or sanctioned by the Village of Macedon will be given priority for park use and as special conditions may warrant, the Village Board reserves the right to impose restrictions without notice.
- Applicant is required to clean up all food, trash, party supplies, etc. and dispose of properly. Pavilion should be left as it was found.

I have read, understand and agree to abide by the rules discussed above.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**For Office Use Only**

Date Received _____	Proof of Residency _____
Approved By _____	User Fee Received _____
SPECIAL CONDITIONS:	