

**FRANK GRECO MEMORIAL MULTI-PURPOSE CENTER
DEPARTMENT OF PARKS, RECREATION AND BUILDINGS
845-246-5890 x 310 parksinfo@saugertiesny.gov**

This permit authorizes: _____
(Contact person & name of group or organization)

Address: _____ Tele. No. _____

Email: _____

Name and Address Refund Check Mailed To: _____

To have use of the indicated room(s) in the Frank Greco Memorial Multi-Purpose Center, of the Town Of Saugerties, 207 Market Street, at the dates and times specified.

Check: Large Meeting Hall _____ Small Meeting Room _____ Kitchen _____

Date of Use _____ Times: From _____ To: _____ Anticipated Number Of People _____

For the purpose of _____

Public Address Microphone is available for an additional fee. Please check, if you desire _____

Facility Use Fees:	Resident	Non-Resident		Resident	Non-Resident
Category # 1:	\$155.00	\$180.00	Category # 2:	\$135.00	\$160.00
Kitchen:	\$105.00	\$125.00	Meeting Only:	\$ 0.00	\$25.00
Refundable Deposit(Cat.1&2):	\$200.00	\$250.00	Microphone / PA:	\$40.00	\$50.00
Alcoholic Beverage Permit:	\$125.00	\$140.00	Small Room:	\$30.00	\$40.00
ABP Refundable Deposit: (Additional)	\$175.00	\$200.00	<u>Audio/Visual/Media Related:</u> See Separate Fee Schedule		

Do you desire an Alcoholic Beverage Permit? _____ Alcoholic beverages are to be consumed within the confines of the Frank Greco Center. Under no circumstance whatsoever are alcoholic beverages to be taken and/or consumed off the Facility. **The open container law is strictly enforced in the Complex and at all Town owned facilities.** Additionally, you are responsible for and subject to NYS Social Host Law. The Town of Saugerties is not liable, in any way, for any alcoholic related incidents and by the placement of your signature, below, Permit Holder understands and agrees, said Permit additionally serves as Hold Harmless Agreement and releases the Town of Saugerties any and all action(s) related to alcoholic beverages and consumption.

I/We agree to the above Terms & Conditions, along with the Terms, Conditions, Rules, Regulations and Laws as detailed on the REVERSE SIDE of this Application Document:

Applicant Signature _____ Date: _____

Please Print Name _____

For Town Use Only: Date Of Application: _____ Deposit/Fee Received By: _____

Amount:\$ _____ Check #: _____ Date: _____

APPLICATION BECOMES A PERMIT FOR USE ONLY AFTER IT HAS BEEN SIGNED

AUTHORIZED SIGNATURE: _____

It is understood by the Applicant that the use is assumed under the following Terms, Conditions, Rules, Regulations, Obligations and Laws:

1. **The entire Cantine Veterans Memorial Complex, including the Frankl Greco Memorial Center, is a SMOKE FREE FACILITY. NO SMOKING IS PERMITTED ON/IN ANY PAVILIONS, BUILDINGS, FIELDS, COURTS, GROUNDS, ROADWAYS, ETC.**
2. Permit applicant is responsible for any damage to facilities other than normal wear.
3. Permit applicant is to effect clean-up whereby the facilities are left in the condition in which they were found. If permit applicant is using the kitchen facility, the following **must be adhered to:** (a) Entire kitchen is to be cleaned, including ovens and stove tops. (b) Check that all burners and ovens are turned off. (c) Any items/utensils used are to be cleaned and left where originally found. (d) All kitchen doors and serving window are closed and locked.
4. Items brought into the facility, by applicant, must be removed upon departure.
5. All tables, chairs, and furniture must be left as found.
6. Nothing should be put on the walls of the facility. ***Nothing shall be removed from the facility.***
7. Garbage must be disposed of in the garbage cans or garbage bin, which is located, to the rear of the building, out the back door behind the kitchen. Garbage must be placed in bags.
8. Permit applicant is responsible for turning off all lights and securing all windows and doors upon departure.
9. Broom, mop, dust pan, etc. can be found in the boiler room, and used if needed.
10. All keys must be returned as soon as possible to the Town Clerk's Office or dropped in the mail slot, located on the outside wall to the right of the main entrance to the Town Clerk's Office at 4 High Street.
11. If any additional or more elaborate services are required (electrical, additional tables/chairs, security, clean-up, etc.) you must contact the Dept. Of Parks & Buildings at 246-5890 x 310, at least two weeks prior your reservation date.
12. If during the time you are using the facilities, anything occurs which should be attended to immediately (plumbing / electric, damage, etc.) phone the Town Police, at 246-9800, to report the situation so they can arrange for a remedy.
13. In addition to violations of the above, the deposit shall also be forfeited through failure to use the facilities as reserved, unless the permit has been returned at least three weeks prior to the reservation date.
14. If your deposit is forfeited, for any reason, the next time you book the facility you will automatically be required **to pay a deposit which is double the amount.** If, in fact, your violations of regulations are flagrant, the Parks & Buildings Department may exercise the option to refuse you future permits.
15. **IN ADDITION TO THE ABOVE, ALL USE OF THE FRANK GRECO CENTER AND ALL OTHER FACILITIES, COMPONENTS, AMMENTIITES, ETC. WITHIN THE CONFINES OF THE CANTINE VETERANS MEMORIAL COMPLEX, ALONG WITH ALL OTHER TOWN OWNED FACILITIES AND SATELLITE PARKS, INCLUDING GLASCO MINI-PARK MUST BE USED IN ACCORDANCE WITH ALL LOCAL LAWS PERTAINING TO, AND GOVERNING USE OF, ALL TOWN OWNED FACILITIES AS PER CHAPTER 224 OF THE MUNICIPAL CODE. VIOLATION(S) WILL RESULT IN LOSS OF DEPOSIT, POSSIBLE FORFEITURE OF FUTURE USE PRIVILEGES. SHOULD VIOLATION(S) BE TO AN EXTENT TO WARRANT, VIOLATORS FACE POSSIBLE CRIMINAL PROSECUTION.**

We appreciate your considerations with use of our Facilities. We hope you find our facilities, amenities and services to your satisfaction. If there is anything you are dissatisfied with, please do not hesitate in bringing to our attention. We welcome your inputs and suggestions. Additionally, we wish you the very best of luck and success with your event. Hope to see you back soon.

THANK YOU!!!