The Village of Hammondsport
80 Shethar Street, PO Box 425
Hammondsport, NY 14840

clerk@hammondsport.us
www.hammondsport.us
(607) 569-3700

Application for Use of Public Park and/or Street

Event Name: _____Date(s) of Event:_____

Sponsor Group Name: _____

Applicant: _____ Date: _____

Address: _____

Phone: _____ Email: _____

Area to be Used: _____

Describe Event (Use Additional Sheet(s) If Necessary):

_____

Time of Event: _____ # of Person's Attending: _____

Please be aware that your sponsor group is responsible for obtaining the following, should they apply to your function:

_____ Electric
_____ Barricades
_____ Port-a-Johns
____ Traffic Control
____ Additional Police
____ Signs
____ Parking Restrictions
____ Street Closing
____ Trash Receptacles and Trash Pick Up

Staking into the ground is not allowed in the Village Square. This will necessitate other methods than staking to secure things down such as tents, or fences. Please be aware, that should any damage occur as a result of your failure to comply with these guidelines, your group will be liable for any necessary repairs. It should be further understood that all costs related to the event of use such as damage, repair, reseeding, electricity, sanitary facilities, and trash removal are the responsibility of the applicant. We ask that you leave the park in the same condition, if not better than you found it.

Signed: _____ **Date**: _____

Additional Requirements

_____ Certificate of Insurance ____ Deposit Amount $_____ ____ Hold Harmless Agreement

Copies of approved applications must be filed with the DPW and Police Department. Certificate of Insurance or other required documents must be filed with the Office of Village Clerk no later than one week prior to event, or permission is revoked.

Office Use Online

Date Application Received: _____ Mayor Signature_____
Board Action: Date: _____ Approved: _____ Denied: _____