



**TOWN OF STILLWATER  
 881 HUDSON AVE  
 PO BOX 700  
 STILLWATER, NY 12170**

**PAVILION USE PERMIT APPLICATION**

This form is used to reserve the pavilion at one of the Town parks. (excluding Browns Beach). Please **review the rules and regulations and then complete the application form.** Please present required fees and documents to the Stillwater Town Clerk’s office at the time of applying for permit.

**Pavilion Rental Requirements**

1. Completed application form
2. Reservation fee: \$50 **per** 4 hour time slot for Stillwater Town residents and \$75 for non-residents.  
 Kitchen \$50 Extra (Check made payable to the Town of Stillwater)  
 Outside Water \$25  
 Power: \$10 extra for use of cooking, entertainment or other significant power use devices.  
 Clean-up (Refundable) hold Fee: \$50 (Separate Check or Cash).
3. Proof of insurance.

Pavilion you wish to rent: Circle one

Glen Hollow Park	Cambridge Court		Riverfront Park
Time Requested:	10-2	or	3-7
Kitchen	YES	or	NO
Outside Water	YES	or	NO
Power (20 Amp Limit)	YES	or	NO

Organization/Name \_\_\_\_\_  
 Permit Holder/Responsible Party \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Purpose: \_\_\_\_\_

Date Requested: \_\_\_\_\_ Hours: \_\_\_\_\_

Approximate number in your party: \_\_\_\_\_

Bounce House or other Entertainment Device \_\_\_\_\_

Name of provider for Bounce House/Entertainment or other Entertainment

Device \_\_\_\_\_ (Provide insurance Cert. from Provider)

Event being catered: \_\_\_\_\_ Name of Caterer: \_\_\_\_\_

(Provide Insurance Cert. from Caterer)

**(Please note: There is a Returned check fee of \$30)**

**This application must include all fees and proof of insurance to be processed.**

I have read and understand the Rules, Regulations and Fees of the Town of Stillwater for the use of the Town parks pavilion, (excluding Browns Beach pavilion), a copy of which is attached hereto and agree to comply with the rules and regulations of the attached. I understand that the rental fee is for the rental of one pavilion and is non-refundable. I acknowledge that the Town parks are public facilities and open to the public during the time of my event. As the permit holder, I hereby pledge to conform to the Town law and park regulations established by the Town of Stillwater governing the use of all Town facilities and accept full responsibility for any damage by those attending my event.

**Assumption of Risk:**

The Town of Stillwater will not be liable for any claims for injury or damages resulting from or arising out of the use of the Town's park or facilities. The permit holder agrees to indemnify the Town and hold it harmless against any and all such claims, damages, losses and expenses, including reasonable attorney's fees, as a result of permit holder's event. This provision is intended by the parties to be broadly interpreted so as to accomplish the goal of relieving the Town from any cost or liability associated with the permit holder's event.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Authorized by:** \_\_\_\_\_

**Date Received:** \_\_\_\_\_

**Fee:** \_\_\_\_\_

**Certificate Insurance:** \_\_\_\_\_