

# Greene Intermunicipal Parks Commission (GIMPC) Ball Flats Request Form

51 Genesee Street (Town Hall)  
Greene, NY 13778

607 – 656 - 4191  
Email: [greeneclerk@townofgreeneny.gov](mailto:greeneclerk@townofgreeneny.gov)

**\*\*Print Clearly and Fill in All Fields – Incomplete Forms will be Rejected\*\***

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Email address: \_\_\_\_\_

Dates Requested: \_\_\_\_ / \_\_\_\_ / 20\_\_ to \_\_\_\_ / \_\_\_\_ / 20\_\_

Hours Requested: \_\_\_\_\_: \_\_\_\_\_ AM / PM to \_\_\_\_\_: \_\_\_\_\_ AM / PM

Purpose:

\_\_\_\_\_  
\_\_\_\_\_

Anticipated Attendance: \_\_\_\_\_

Will there be an Admission Charge?  Yes  No

If Yes: Amount: \$ \_\_\_\_\_ per \_\_\_\_\_ person

Liability Insurance Required:  Yes  No (to be filled in by the GIMPCI)

If Yes: Insurance binder on File:  Yes (to be filled in by the GIMPCI)

**Area(s) to be Used:**  BBQ Pit  Scout House  Concession Stand  Pavilion  
 Volleyball Courts  Bath Room Building  North Field  South Field  Middle Field   
 Sr. Softball Field  Jr. Softball Field  Other (note below)

Will Electric be Required at the Pavilion:  Yes  No

Electric Required other than Pavilion:  Yes  No

Other Additional Requirements (Refuse Barrels, Etc.):

\_\_\_\_\_  
\_\_\_\_\_

Note:

1. Applicant/Organization responsible to contact the local Police, Fire Police and Emergency Services for emergency situation.
2. A mass gathering permit may be required by the Village of Greene for more than 300 attending.
3. Refer to fee schedule on page 3 for cost of use of facilities.

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I, \_\_\_\_\_ representing the above-named organization, am responsible for adherence to all Federal, State and Local regulations regarding use of the Ball Flats. Any expenses to the GIMPC, Town or Village of Greene for custodial services, supervision or damages resulting from my group's use of the Ball Flats will be paid by my group including loss of any keys (re-keying all the locks). If there is a local emergency that arises and the Park has been ordered to be closed, I understand that I will need to reschedule my event.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

For: \_\_\_\_\_

The following regulations will apply to those persons/organizations requesting use of the Ball Flats and will also be responsible for the use and safety of the facility, the patrons, attendees, employees, vendors and activities that take place.

**Use Regulations:**

1. Only the area(s) scheduled shall be used. Other activities may be taking place at the Ball Flats in other areas. You are restricted to the area(s) scheduled. Courtesy will be given to other activities that may be taking place at the same time.
2. Only the equipment and energy requested (on page 1) will be used. If no energy has been requested, its use is prohibited.
3. When the activity has been concluded, the person responsible shall make sure the area has been cleared of refuse and debris – take it with you, and the facility has been secured. This includes lighting, as well as all doors and windows and that everyone has vacated the premises.
4. Attendees will abide by all Federal, State, and Local laws and ordinances. Any person or organization found in violation may be removed. Any organization that has been removed for said violation may be banned from using the Park in the future.
5. Alcohol use is prohibited unless approved prior to the event taking place.
6. All used facilities/areas will be left in “found” condition. The person/organization responsible will be required to make restitution in the amount needed to return the facility/area back to “found” condition.
7. No glass containers allowed.
8. Refer to page 3 for additional Ball Flats rules and regulations.

I have read the forgoing use requirement and agree to abide by all the terms contained herein.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

For: \_\_\_\_\_

**GIMPC Use Only:**

Fee Amount: \_\_\_\_\_ Fee Paid: \_\_\_\_ Yes \_\_\_\_ No Date: \_\_\_\_\_

Processed and Recorded By (print): \_\_\_\_\_

Signature: \_\_\_\_\_

## Greene Intermunicipal Parks Commission (GIMPC) Ball Flats Request Form

| Item No. | Greene Intermunicipal Parks Commission Ball Flats Rules and Regulations |  |
|----------|---|--|
| 1        | Hours of Operation:   | 8:00 AM to Dark, 7 Days/Week   |
| 2        | Permitted Uses:   | Refer to page 1 – Areas to be Used   |
| 3        | Clean Up:   | Grounds and facilities must be left in same condition as found.  |
| 4        | Garbage:  | This is a carry-in, carry-out Park. Take all your trash with you.  |
| 5        | Damages:  | Park users shall notify the GIMPC contacts of any damages. Applicant is responsible for paying for any damages.  |
| 6        | Dangerous Activities:   | No dangerous or unlawful activities allowed. Including: drug use, excessive noise, profanity, fireworks, snowmobiles, 4-wheelers, dirt bikes, motorized scooters, and e-bikes. |
| 7        | Consumption of Alcohol:   | Special permission is required.  |
| 8        | Certificate of insurance may be needed:                                 | To be determined by the GIMPC.   |
| 9        | Vandalism:  | Acts of vandalism will not be tolerated. Violators will be prosecuted.   |

### **Fee Schedule**

| Group Type   | Under 150/Add per Day                 | Over 150/Add per Day                  |
|--------------|---------------------------------------|---------------------------------------|
| Non-Business | \$50 & \$20 for each additional day   | \$120 & \$60 for each additional day  |
| Business     | \$225 & \$115 for each additional day | \$450 & \$225 for each additional day |

### **Additional Charges**

|                          |                |
|--------------------------|----------------|
| Scout House Bathrooms    | \$50 per day   |
| Bathroom Building        | \$100 per day  |
| Electric at the Pavilion | \$20 per day   |
| Electric with spiders    | \$50 per day   |
| Lining Softball Field    | \$25 each time |

### **Refundable Deposit**

\$50 – Paid with a separate check. To be returned after inspection of buildings and grounds for proper cleanup.

Note: Canceling or moving the date with less than 24-hour notice will result in the forfeiture of the deposit.