# Glen Park Joint Board Town of Amherst Village of Williamsville Glen Park Pavilion Permit

### You must keep the approved permit with you the day of the event.

RESERVATION DATE:		
APPLICANT:	will be mailed back to the person name	od abovo as "Applicant")
		ZIP:
PHONE: (h)	(c)	
REQUEST USE OF: Glen Park Pa	ıvilion	
BETWEEN THE HOURS OF:	and (Park opens at o	lawn and closes at dusk)
PURPOSE:		
NUMBER OF PEOPLE ATTENDIN	IG EVENT:	
(i.e. sound system, etc.) Extraordin Mayor's permit may be needed. N	v any extraordinary item your group pary items require review and approv lo animals, tents, bounce houses/ir devices are allowed. Use of wood b	val prior to your event and a separate oflatable entertainment apparatus o
Williamsville and Town of Amherst	•	rs of my group. I also understand
Signature of Applicant		bate
Submit all paperwork to: Vil	llage of Williamsville, 5565 Main Str all 632-4120 x3010 if you have any	
>>>>>>>>>>>>	>>>>>>>>>>>>>	>>>>>>>>>>>
OFFICE USE ONLY		
Approved by Village Clerk:		Date:
	Receipt #:	
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## GLEN PARK PAVILION PERMIT INFORMATION SHEET

All building reservations are on a 'first come, first served' basis. All fees are due up front.

Your reservation will be confirmed after full payment is received. Rental fee and security deposit (separate check) must be included with your completed application form. A limited number of tables and chairs are available in the building.

All Park rules and regulations apply, visit http://village.williamsville.ny.us/GlenParkRulesRegulations.pdf for more information. No party tents, canopies, bounce houses or inflatable and other entertainment apparatus are allowed. No animals. No Alcohol. Use of the wood burning stove is NOT permitted.

PAYMENT: Sorry, No Credit Cards. Cash or Check only. Make checks payable to Glen Park. Security deposit must be on a separate check.

You must keep the approved permit with you on the day of the event. Permit serves as only proof of your reservation.

IMPORTANT: CANCELLATION POLICY

Your SECURITY DEPOSIT, and MAYOR'S PERMIT FEES (If applicable) will be refunded in <u>full</u>. Your PERMIT FEE(s) will be refunded <u>50%</u> if <u>WRITTEN</u> notice of cancellation is received <u>NO LATER THAN 30 DAYS PRIOR TO CONFIRMED EVENT DATE</u>. We regret that no permit fees will be refunded if written notice is not received <u>AT LEAST 30 DAYS PRIOR TO THE EVENT</u>. Please send your written notice of cancellation to Village of Williamsville, Attn: Clerks Office, 5565 Main St. Williamsville, NY 14221.

If you have any questions, please contact the Village Clerk's office at 632-4120, ext 3010, Monday – Friday 8:00am-4:00pm

#### **FEE SCHEDULE**

All fees (including required security deposit) are due at time of application.

Glen Park Pavilion (Capacity – 75 persons)		\$75.00
SECURITY DEPOSIT Returnable after inspection of premises	Sec. Dep.	\$75.00 (sep. check)
	Total Fees	\$

NOTE: Temporary bathroom facilities are available within the Park, but not the Noll Nature Center, from May 15<sup>th</sup> to October 20<sup>th</sup>.

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## GLEN PARK RULES and REGULATIONS Hours – 8A.M. to 10 P.M.

In Case of EMERGENCY – Call Amherst Police 689-1311

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NO sound amplification

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NO tents or canopies

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NO chairs or picnic tables

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NO bounce houses or inflatable and other entertainment apparatus

NO firearms or fireworks

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DO NOT damage or deface property or equipment

\*

DO NOT feed animals

\*

Refuse must be placed in containers

\*

NO motorized vehicles

\*

NO swimming or wading

\*

NO ALCOHOLIC BEVERAGES

\*

NO dogs or horses allowed

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NO skateboards, bicycles, unicycles, roller skates or roller blades

\*

NO sports games

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Limousines must park in designated lot

\*

All forms of vehicular transportation must use designated parking lots

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Weddings: simple ceremonies ONLY