## VILLAGE OF WILLIAMSVILLE **ISLAND PARK RENTAL INFORMATION**

All shelter reservations are on a "first come, first served" basis. All fees are due up front.

Your shelter reservation is confirmed and guaranteed with Village Board approval and full payment is received. Rental fee(s), security deposit and alcoholic beverage application fee must be included with your completed application form(s).

PAYMENT: Sorry, no credit cards. Cash or Check only. Make checks payable to Village of Williamsville. Security deposit must be on separate check, which is held and returned to applicant upon inspection of island.

Your approved and receipted permit (s) will be mailed to you. You must keep the approved permit(s) with you on the day of the event. Permit serves as only proof of your reservation.

NOTE: There is no guarantee of availability of grills, electric service, and picnic tables. There is no guarantee of availability of wading pools.

Annual maintance is required on the Town parking lot and availability of the parking lot is not guaranteed. We will attempt to notify you if this is the situation. We apologize for any inconvenience this may cause.

All fees are due at time of application, including the security deposit

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ISLAND PARK – ALL ISLAN (Island may not be completely Not-for-Profit Groups		sidents)		\$500.00		
All other functions				\$1,000.00		
SECURITY DEPOSIT – Will be refunded 30 days after event. \$1,000.00  Extra-ordinary costs incurred by the Village due to excessive cleanup will be deducted from your security depended and the permit is violated, your security depended by the Village due to excessive cleanup will be deducted from your security depended by the Village due to excessive cleanup will be deducted from your security depended by the Village due to excessive cleanup will be deducted from your security depended by the Village due to excessive cleanup will be deducted from your security depended by the Village due to excessive cleanup will be deducted from your security depended by the Village due to excessive cleanup will be deducted from your security depended by the Village due to excessive cleanup will be deducted from your security depended by the Village due to excessive cleanup will be deducted from your security depended by the Village due to excessive cleanup will be deducted from your security depended by the Village due to excessive cleanup will be deducted from your security depended by the Village due to excessive cleanup will be deducted from your security depended by the Village due to excessive cleanup will be deducted from your security depended by the Village due to excessive cleanup will be deducted from your security depended by the Village due to excessive cleanup will be deducted from your security depended by the Village due to excessive cleanup will be deducted from your security depended by the Village due to excessive due to excessive cleanup will be deducted from your security depended by the Village due to excessive due to exces						
will be forfeited.  GARBAGE SERVICES  A dumpster will be made avail	ilable for your us	e. Fees include (	cost of disposal.	\$250.00		
CLEAN UP SERVICES  Base fee for Village providing Should the actual cost be mo			ost will be deducted fro	\$275.00 om your security deposi	t.	
ALCOHOL PERMIT If alcohol will be served or so	YES		ad.	\$75.00		
TENT(S) Tents larger than 400 squa Tents must be removed from	YESare feet require	NO a fire prevention	on permit form the Bu			
PORT-A-JOHN(S) Please check if you will be Port-a-Johns must be remo				event.		
YENDORS YES NO You must provide the Village of Williamsville with a list of all vendors that will be on the Island. All vendors must provide the Village of Williamsville with a certificate of insurance naming the Village as additional insured (sample attached), unless you carry event insurance which specifically covers your vendors.						
INSURANCE Certificate of Insurance attached).	required namir	ng the Village	of Williamsville as	additional insured	(sample	
WALK THROUGH A walk through of the islan	d will be held a	at 11:00am the I	Friday before your e	vent. List contact bel	ow:	
Name:	Cell Phone:					
Email:						

## VILLAGE OF WILLIAMSVILLE ISLAND PARK RENTAL

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

RESERVA	ATION DATE: _			
APPLICA	NT:			
	(Security o	leposit will be refu	nded to the person n	amed above as "Applicant")
MAILING	ADDRESS: _			
	_			Zip
PHONE:	(w)	(h)	(c)	
BETWEE	N HOURS OF:	and	(Park opens at	8 AM & closes at 10 PM)
PURPOSI	E:			
NUMBER	OF PEOPLE A	TTENDING EVENT	:	
your appl bring ont	lication.   Pleas o the island (i.e of a separate <u>l</u>	e include informat e. beer truck, sound	ion on any extraordi d system, etc.) Extra	n a separate page and submit with nary items your group proposes to nordinary items require review and xt. 3010 for further details and
full. Your S than 30 day received at	SHELTER PERMI	ALCOHOL PERMIT A T FEE(s) will be refund ed event date. We re- to the event. Please	ded at <u>50%</u> if <u>WRITTEN</u> gret that no Permit Fees	FEES (if applicable) will be refunded in notice of cancellation is received <u>no later</u> will be refunded if written notice is not e of cancellation c/o Village Clerk, 5565
		PLEASE SEE AT	TACHED PARK REG	ULATIONS
of William that I musterms. I upermit is certificate	nsville laws and st cancel my ev understand tha violated, I will t	I regulations by all ent, I have read an t if there is an amp orfeit my security urance naming the	members of my gro d understand the "c lified sound permit a deposit. I also unde	nsible for observance of all Village up. I understand that in the event ancellation policy" and agree to its is a sociated with this rental and that rstand that I must provide a I insured, as outlined in the Island
				Date:
-	of Applicant			
	ISE ONLY	• • • • • • • • • • • • • • • • • • • •	••••	>>>>>>>>>>
Approved	by Mayor:			Date:
Approved	by Village Clerk	•		Date:
Approved	by Amherst Pol	ce:		Date:
Permit Fe	e: \$	Receipt #:	Da	te: