USE OF FACILITIES (*formal organizations*)
Village of Central Square
Goettel Park and Ball Field Reservation Form

Today's Date: _____ Date(s) Requested: _____

Please check area(s) to reserve:

Entire Park including ball field _____ Shelter with picnic tables & Gazebo _____ Ball field _____

FEES	Resident	Non-Resident
Entire Park	$100 fee	$150 fee (non-refundable)
Shelter & Gazebo	$75 fee	$125 fee (non-refundable)
Ball Field	$50 fee	$75 fee (non-refundable

INFORMATION ABOUT ORGANIZATION

Name of Organization: _____

Time: _____ to _____ . Supervisor in charge: _____

Mailing Address: _____

Telephone: (Day) _____ (Night) _____

INFORMATION ABOUT INTENDED USE OF VILLAGE FACILITIES

Purpose of Use:_____

Total Participants Expected: _____ Adults: _____ Children: _____

Is equipment required? Yes ___ No __

If needed, state what type and for what purpose: _____

Is an admission fee charged? Yes ____ No _____

If refreshments are served, give details: _____

Other: _____

AGREEMENT

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the Village of Central Square for the use and care of the facilities. He/she, on behalf of the Village of Central Square does hereby covenant and agree to defend, indemnify and hold harmless the Village of Central Square from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys' fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of Village of Central Square property, facilities and/or services by the Village of Central Square.

_____

Signature and Position within Organization

Village of Central Square
Goettel Park and Ball Field Regulations & Information

1. **No Alcoholic Beverages** are permitted in the park.

2. **Cancellation** must be submitted in writing and received by the village office at least two weeks prior to reservation date.

3. Please have **copy of this form** with you upon arrival of reserved event date

4. This is a **garbage in- garbage out** park. This means you are responsible for removing trash following your event.

5. **Dogs etc:** Dogs are allowed in the park, however they must be on a leash (8 feet or less) and you must clean up its waste and dispose of it properly. No pets or other animals shall be allowed to become obnoxious, aggressive or disturbing to the other users of the park.

6. **Fires:** There are no campfires or burning in the village.

7. **Unnecessary Noise:** No person shall operate any stereo, sound track, amplified loudspeaker or other mechanical device, including musical instruments, which produce undue or unnecessary noise in any Village park without a written permit therefore from the Village Clerk.

8. **Advertising and Sales regulated:**

(A) ADVERTISING. No person shall distribute any handbill or other advertising matter in any Village park.

(B) SALES. No person shall peddle or solicit business or operate concessions or stands in any Village park without the written permission of the Village Board or its duly authorized agent or committee.

9. **Park Hours:** 9am-dark

10. **Containers: No glass containers are to be on park property.**

11. **Deposits:** Will be returned within about 10 days after the reserved area is inspected to ensure it has been properly cleaned up, all garbage removed and free of damage, and pending village approval.

12. **Smoking:** This is a non-smoking park (including vaping devices).

Village of Central Square (M-F 9am-4pm)
PO Box 509 3125 East Avenue
Central Square, NY 13036-0509
Phone: 315-668-2558 Fax: 315-668-7037 http://www.villageofcentralsquare-ny.us

For office use only

Payment received in the amount of $ _____ Cash or Check # _____

Non-Profit groups may request reservation at no charge but will still be required to submit the deposit portion.

Revised 10/2026

Village of Central Square
Goettel Park and Ball Field
Insurance Information

1. Notwithstanding any terms, conditions, or provisions, in any other writing between the parties, the permittee hereby agrees to effectuate the naming of the Municipality as an additional insured on the permittee's insurance policies.

2. The policy naming the Municipality as an additional insured shall:

   a. Be an insurance policy from an A.M. Best rated or better insurer, licensed and admitted in New York State.
   b. State that the permittee's coverage shall be primary and non-contributory coverage for the Municipality, its Board, employees, and volunteers.
   c. The Municipality shall be listed as an additional insured by using endorsement CG 2026 or equivalent. A completed copy of the additional insured endorsement must be attached to the certificate of insurance.
   d. At the Municipality's request, the permittee shall provide a copy of the declaration page of the liability and umbrella policies with a list of endorsements and forms. If so requested, the permittee will provide a copy of the policy endorsements and forms.

3. The permittee agrees to indemnify the Municipality for any applicable deductibles and self-insured retentions.

4. Required Insurance:

   a. **Commercial General Liability Insurance:**
   $1,000,000 per occurrence/$2,000,000 aggregate, with no exclusions for athletic participants.

   b. **Excess Insurance:**
   $1,000,000 each Occurrence and Aggregate. Excess coverage shall be on a follow-form basis.

5. Permittee acknowledges that failure to obtain such insurance on behalf of the Village of Central Square constitutes a material breach of contract and subjects it to liability for damages, indemnification, and all other legal remedies available to the Municipality. The permittee is to provide the Municipality with a certificate of insurance, evidencing the above requirements have been met, prior to the commencement of work or use of facilities.