



# Town of Pittsford – King's Bend Park Lodge Reservation Form

Recreation Department – 35 Lincoln Ave – Pittsford, 14534 – 248-6280

## **Time**

Lodge reservations may include any portion of the day between 10AM and 10PM. The park closes promptly at 10PM.

## **Liability**

The Town of Pittsford will accept no liability for individuals, groups or organizations using the King's Bend Park lodges. The town reserves the right to require proof of insurance prior to use. An insurance certificate and prior approval are required for tents, entertainment rides or extracurricular activities.

## **Security**

The person whose signature appears on the permit must be at least 21 years of age and be physically present during the reservation time on the permit. Designated Town of Pittsford employees may spot check activities at the lodges to insure park ordinances, regulations and town policies. Permit holder(s) must have the permit available to present to Town employee or law enforcement.

## **Alcoholic Beverages**

Alcoholic beverages are allowed. The applicant assumes full responsibility for the control of alcohol consumption. The Town of Pittsford assumes no consequential liability whatsoever as a result of this permit.

## **Music**

We do NOT allow amplified live or recorded music or any other unusually loud noise on the park premises.

## **Cleanup**

Permit holder(s) are expected to provide general cleanup of the facility before leaving the premises, including countertops, tables, floors, etc. Applicant is expected to remove beverage bottles and cans.

## **Damage to Lodges or Park**

Responsibility for any damage or extraordinary conditions on surrounding grounds beyond normal wear and tear resulting from the use of King's Bend Park and lodge must be assumed by the person whose signature appears on the permit.

## **Fires**

Open fires are permitted ONLY in outdoor metal grills.

## **Ponds**

Absolutely NO swimming, boating or skating is allowed in the stormwater management ponds on the site. Fishing is permitted from the banks of the ponds. However, no access is allowed at the concrete dam or across the rocky crossing area.

## **Parking**

Parking for permit holders, guests, caterers and vendors is allowed in designated spots within the paved areas. Absolutely NO driving on the sidewalks or lawns. Carts are provided in the lodges for unloading from vehicles to the lodges.

## **Phone Numbers**

Park employee contact for early closing: 410-0932 (cell) Town emergency number: 248-6212.



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## Registration

Open registration will be held during a one week window of time for Pittsford residents to submit their lodge requests (2 per household). The dates that we will be accepting them are October 24, 2016 through October 29, 2016. The cutoff on Saturday, October 29, 2016 will be at 12 noon.

You may drop them off or put them in the mail to us. We are not responsible for any lodge requests that get lost in the mail or are delivered after the cutoff date.

We will pull the winners on Monday, October 31, 2016 and notify residents that were chosen. They will have 10 business days to submit payment after the notification. We will also offer alternate dates to residents that did not receive their requested date.

The months of November and December are for *Pittsford residents only* to make reservations. Beginning January 2, 2017 after 12 noon reservations may be made at the community center, or online by either residents or non-residents.

## Reservations for Residents

Starting after noon on December 1, 2016 reservations will be assigned at the time of the request on a first come, first served basis.

## Cancellation Policy

If notification is given five business days or more in advance of the reservation, a refund minus a \$20.00 cancellation fee will be mailed to the applicant within 30 days. If notification is less than five business days, there will be no refund of the reservation fee.

## Change in Reservation

If a request for a change to the reservation is made five business days or more in advance of the reservation, then a new application must be completed and a \$5.00 processing fee will be charged. Weather or other conditions may require the town to cancel a reservation. At which time, applicant will be notified and the reservation fee will be refunded in full.

## I. D. Required

To protect Pittsford residents privilege to early registration and the lower fee, and to assure the applicant is 21 years of age, we will require a driver’s license or other suitable proof of identification and residency.

## Lodge Description

The North Lodge has a capacity for 99 persons with picnic tables capable of seating 96 persons. The South Lodge has a capacity of 50 persons with picnic tables capable of seating 48 persons.

Each lodge is heated, has a gas fireplace, and a kitchen galley that includes an oven/stove, refrigerator/freezer and sink. The lodges also have an outdoor patio area with a charcoal grill. Both are equipped with two bathrooms attached to the end of each lodge.

