

VILLAGE OF NEW HAVEN PERMIT

Applicant Name: _____

(Please Print)

Date of Event/Function: _____

Sign up at the Village Offices, 57775 Main Street, 586-749-5301

Community Center, 58725 Haven Ridge

Community Park, 59450 Haven Ridge

PARK RENTAL FEE:

\$125 (1) PAVILION

\$150 (BOTH) PAVILION

\$150 COMMUNITY CENTER

PARK RENTAL FEE INCLUDES \$75 SECURITY DEPOSIT REFUNDABLE IF LEFT IN THE CONDITION WHEN FIRST OCCUPIED.

- Community Center, bathrooms at the park, and the electrical outlets on each Pavilion are locked. Keys will be provided the last business day before the event at the Village offices (9am-5pm). Keys must be turned in the next business day following the event.
- It is unlawful for anyone to possess or consume alcohol on any Village property.
- You can bring your own grills or use the stationary park grills. We do not rent grills.
- Community Center capacity is 70 people, tables and chairs available for 25.
- Community Center does not have any cooking appliances.
- For safety reason NO GLASS is allowed in the park.
- Excessive loud music or noise is prohibited.

PAVILION

FRONT

BACK

BOTH

8 AM- 10 PM

COMMUNITY CENTER

The applicant will be responsible for all repairs and clean up of the facility. The Center, Park and bathrooms must be left in the condition when it was first occupied. *Trash can bags that are used must be put into the dumpster and replaced with a clean bag. Extra bags can be found at the bottom of the trash can. Before you leave, make sure the facilities are cleared of all litter, decorations, etc. associated with your event, or your "security deposit will be forfeited".* Any damages will be deducted from the security deposit if deemed appropriate by the DPW Supervisor. Applicants will be billed for any damages incurred above and beyond amount of the security deposit. Please have a copy of "PERMIT" with you at your event/function. Those who do not have a permit on file, must respect the party that has a permit.

CANCELLATION POLICY (EFFECTIVE 7/1/2012)

- Reservations cancelled within (3-5) business days after making the reservation will receive a full refund (security deposit and rental fee), less a \$25.00 cancellation fee.
- Reservations cancelled beyond (5) business days after making the reservation will receive the deposit amount only, less the park rental fee.
- Since the park has covered pavilions, in the event of cancellation due to rain or other inclement weather, the deposit only will be refunded, less the park rental fee.

INDEMNIFICATION AGREEMENT

I (We) _____ agree to indemnify and hold harmless the Village of New Haven, its elected officials, commission members, agents, employees, suits, volunteers (collectively referred to as "The Village") from any claims, demands, suits losses, costs, or expenses including attorney fees or any damage which may be claimed or recovered against or from the Village of New Haven by reason of any damage to property, personal injury, or death which arises out of or is incident to or in any way connected with the performance of this contract, excepting however, claims arising from the sole and unequivocal negligence of the Village.

Signature of Applicant: _____ Address: _____

Phone Number: _____ City, State, Zip: _____

Signature of Office Personnel: _____ Date: _____

A copy of Driver's License/State ID will be required when turning in permit