

# INCORPORATED VILLAGE OF BAYVILLE

## APPLICATION FOR USE OF VILLAGE FACILITIES

**RENTAL FEE: \$70.00**

DATE: \_\_\_\_\_

THIS APPLICATION IS MADE ON BEHALF OF \_\_\_\_\_

REQUESTS USE OF FACILITY AT \_\_\_\_\_

PURPOSE OF REQUEST \_\_\_\_\_

OFFICER OF ORGANIZATION \_\_\_\_\_ TITLE \_\_\_\_\_

OFFICER OF ORGANIZATION \_\_\_\_\_ TITLE \_\_\_\_\_

DATE ( S ) \_\_\_\_\_ TIME \_\_\_\_\_ NUMBER OF PEOPLE \_\_\_\_\_

TELEPHONE # \_\_\_\_\_ ALTERNATE# \_\_\_\_\_

WILL A FEE BE CHARGED? YES \_\_\_\_\_ NO \_\_\_\_\_ FEE PAID \_\_\_\_\_ ( ) CHECK ( ) CASH

RECEIPT # \_\_\_\_\_

### FOR OPENING AND CLOSING FACILITIES PLEASE CALL:

ED WATSON - CELL: 516-419-1022

JOE NOTO - CELL: 516-655-2814



### GUIDELINES AND RULES FOR USE OF BAYVILLE FACILITIES

1. Beaches and Fields must be cleaned and emptied by 9:00 PM, no exceptions.
2. The Community Center must be cleaned and emptied by 9:00 PM, no exceptions.
3. You may not tape, nail, tack, or attach any decorations to the walls.
4. All garbage must be removed from the Community Center. Please do not dump the garbage in the dumpster next to the Community Center.
5. Use of alcohol is prohibited.

### I HAVE READ THE ABOVE RULES FOR USE OF THE BAYVILLE FACILITIES

IF THE USE OF THE ABOVE REQUESTED FACILITY IS GRANTED, I UNDERSTAND THAT IT WILL BE NECESSARY FOR ME TO PRESENT MY RECEIPT THE DAY OF THE FUNCTION IN ORDER TO OBTAIN ACCESS TO THE FACILITY.

THE ORGANIZATION SHALL INDEMNIFY AND HOLD THE VILLAGE OF BAYVILLE HARMLESS AGAINST ANY CLAIM OF LIABILITY OR LOSS, INCLUDING THE COST OF DEFENSE ARISING OUT OF USE AND OCCUPANCY OF THE PREMISES OR FACILITIES BY THE ORGANIZATION.

ORGANIZATIONS USING THE VILLAGES FACILITIES MUST PROVIDE PROOF OF COMMERCIAL GENERAL LIABILITY INSURANCE LIMITS OF \$1,000,000 PER OCCURANCE AND \$2,000,000 AGGREGATE, INCLUDING THE INCORPORATED VILLAGE OF BAYVILLE AS ADDITIONAL INSURED. HIGHER LIMITS MAY BE NECESSARY BY THE VILLAGE BOARD OR VILLAGE ATTORNEY, DEPENDING ON NATURE OF USE. (SEE BACK FOR ADDITIONAL INSURANCE REQUIREMENTS) PROOF OF WORKERS COMPENSATION AND NYS DISABILITY INSURANCE MUST BE PROVIDED AS WELL.

\_\_\_\_\_  
SIGNATURE DATE



**INCORPORATED VILLAGE OF BAYVILLE**  
**INSURANCE REQUIREMENTS FOR USE OF VILLAGE FACILITIES**

**Organization:**

An organization using the facilities must comply with the Incorporated Village of Bayville Use of Facility Standards. It is suggested that the organization maintain the minimum of the following, giving the evidence of same to the Incorporated Village of Bayville in the **form of a Certificate of Insurance, copy of the General Liability Declarations Page and copy of the Additional Insured Endorsement and provide 30 days notice of cancellation, non-renewal or material change.** A New York State licensed carrier is preferred: any non- licensed carrier will be accepted at the Municipalities discretion. The insurance carrier must have an AM Best Rating of at least A-IX. **Workers Compensation and NYS Disability is required for any organization that have employees that will be working on the premises.**

**I. COMMERCIAL GENERAL LIABILITY**

**Coverage:** Occurance-1988 ISO or equivalent

<b>Limits:</b>	General Aggregate	\$2,000,000
	Products-Comp/Ops Aggregate	\$1,000,000
	Personal & Advertising. Injury	\$1,000,000
	Each Occurence	\$1,000,000
	Fire Damage (Any one Fire)	\$ 100,000
	Medical Exp. (Any one Person)	\$ 5,000

**Additional Insured:** Incorporated Village of Bayville and all appointed and elected officials, employees, and volunteers using ISO form CG2005 or equivalent

**Unacceptable Exclusions:** Athletic Participants and Sexual Abuse and Molestation

**II. UMBRELLA LIABILITY-Recommended**

**Coverage** Umbrella Form or Excess following form of primary General Liability and Automobile Liability.

Suggested Limit \$2,000,000

**Additional Insured:** Incorporated Village of Bayville and all appointed and elected officials, employees, and volunteers

**III. WORKERS COMPENSATION AND NYS DISABILITY**

Statutory coverage is required if the Organization has employees that will be working on premises

**The Municipal Board reserves the right to require alternative liability limits when applicable.**

**A copy of the application will be returned to you when your date is confirmed.**

**This will become your Use Permit. No one will be allowed to use Municipal Facilities without the Application, a copy of the Insurance Certificate, and the fee returned to the Municipality.**