

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 _____

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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:

JOE NOTO – CELL: 516-697-0413

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### 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

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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

Limits:	General Aggregate	\$2,000,000	
	Products-Comp/Ops Aggregate	\$1,000,000	
	Personal & Advertising. Injury	\$1,000,000	
	Each Occurrence	\$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.

ADDENDUM 1 OF 1

ADDITIONAL INSURANCE REQUIREMENTS FOR USE OF VILLAGE FACILITIES

Auto Liability: \$1,000,000 for all owned, hired and non-owned automobiles and trailers.

Additional Insured: Inc. Village of Bayville, all elected and appointed officials, employees and volunteers.

SIGNATURE

DATE