

City of LeRoy Park Reservation Form

Reservation date: _____ to _____

Time reserved: _____ until _____

Name of park reserved: _____

Area of park to be reserved: _____

Reserved by: _____

Address: _____

Telephone: _____

Type of
function: _____

Approximate number of guests: _____

Insurance certificate provided: Yes _____ No _____

Insurance
carrier: _____

Note: The City of LeRoy requires liability insurance for any and all functions held in a city park or on city streets. Certificate of insurance must be provided at least 48 hours prior to the function.

REQUIREMENTS FOR USE OF PARKS AND PLAYGROUNDS

1. Pursuant to City Code 7-4-1, All parks in the City of Le Roy are closed from 10:00 p.m. to 6 a.m. with the exception of Howard Virgin Timber Park, where campers may camp overnight subsequent to completing the necessary permit and submitting required documentation and applicable Fee(s).
2. Camping Applications/Permit and Payment made to the City of Le Roy at Le Roy City Hall at the rate of \$5.00 per 24 hour period.
3. There is no charge for City of Le Roy Park reservations.
4. Fires are only allowed in locations with fire pits or grills. No fires are allowed on grass areas or parking areas.
5. Picnic tables and benches are to be kept under the pavilions. If tables are moved from the pavilions, they must be returned to the original location.
6. All tables must be wiped clean at the conclusion of the function.
7. Trash is to be placed in city-owned receptacles. Excess trash is the responsibility of the signer of this document, and must be removed from the premises.
8. City parks close at 10:00 p.m. Any function lasting past that hour must be approved by the mayor or city administrator.
9. No alcohol of any kind is permitted in city parks. A party violating this ordinance will be immediately dispersed by LeRoy Police Department, and tickets will be issued.
10. Areas of a park used for your function are to be kept clean, and any litter is to be picked up and placed in a trash receptacle. Bagged garbage cannot be left at the park site.
11. No overnight camping is allowed in city parks with the only exception being Howard Virgin Timber Park.
12. No vehicles are allowed on the meadow area at Howard Virgin Timber Park.
13. The City of LeRoy reserves the right to inspect premises during any function. Such inspections may be done by the police department, city administrator, or mayor.
14. Any damage to city property will result in an ordinance violation being written in the name of the person responsible for reserving the park.