

VILLAGE OF HILLBURN
Hillburn, New York 10931

REQUEST FOR SPECIAL USE OF THE HILLBURN YOUTH CENTER ROOM

-Preliminary approval must be obtained from the Hillburn Recreation Committee

-Final approval must be obtained from the Village Board of Trustees.

A specific request (below) must be filled out and returned to the Village Office at least four weeks prior to the date that the Youth Center Room is to be used. This will give all Village Officials adequate opportunity to fit such requests into schedule to avoid conflicts.

PLEASE NOTE: Compliance to the Memorandum of Understanding (copy attached) must be fulfilled.

Type of Activity Planned _____

Number of People Involved _____

Date Requested _____

Time Requested _____

Facility Clean-Up Responsibility _____

I will accept all responsibility for fulfilling the requirements that may be outlined by the Village Board for use of the Youth Center Room.

Certificate of Insurance Provided _____

Signature

Address

Telephone

Date of Application

APPLICATION APPROVED BY:

Recreation Representative: _____

Village Board: _____

Note: If approved, access must be coordinated with the Youth Director.

DATE: _____

HILLBURN YOUTH CENTER

RULES AND REGULATIONS

1. ALCOHOLIC BEVERAGES AND DRUGS ARE PROHIBITED.
2. GARBAGE MUST BE PUT IN DESIGNATED AREAS.
3. MUNICIPAL BUILDING MUST NOT BE DEFACED.
4. ALL VILLAGE LAWS AND ORDINANCES WILL BE STRICTLY ENFORCED.
5. ACCESS (opening and closing of Center) MUST BE COORDINATED WITH THE YOUTH DIRECTOR.
6. NO PARKING ON RECREATION FIELD.

THE ABOVE RULES AND REGULATIONS WILL BE ADHERED TO.

signature of applicant

date of application