VILLAGE OF ELBA
PARK RESERVATIONS

NAME _____   Address_____

PHONE _____Date Reserved:_____

PAVILION RESERVED: FRONT   BACK   SMALL

DATE PAID: _____ PAYMENT RECEIVED BY _____

1. Reservation fees are $70 for one large park pavilion in the front or one in back and $25 for the small park pavilion, only cash or check made payable to the Village of Elba. Payment must be received two (2) weeks prior to the reservation date. If the Village does not receive your payment by two weeks prior to your reserved date, your pavilion reservation will be cancelled. MAIL CHECK TO: Elba Village 4 South Main St. Elba, NY 14058

2. An additional $50.00 security deposit is required for all reservations, this will be returned as long as the Pavilion is cleaned up and trash is removed.

3.   No alcohol or illegal drugs are allowed.

4. *Smoking: No person shall smoke a cigarette, pipe, cigar, cannabis, or similar smoking substance or engage in any vaping activity at or within the Village Park in the Village of Elba. Including but not limited to the Village Veterans Memorial Park and the small park located at the Village of Elba Office.*

5. No glass containers.

6. No vehicles are allowed on the grass.

7. Tables may be taken from another pavilion ONLY if that pavilion has not been reserved by another party for that same day. Any tables borrowed from another pavilion must be returned to that pavilion at the end of your event. All tables must be left under a pavilion.

8. Attaching decorations or other items by use of nails, screws, staples or drilled holes, etc. is NOT permitted in the pavilions.

9. Please remove all temporary decorations, table covers, etc. and leave the pavilion clean and neat.

10. The pavilion floor is to be broom swept or air blown.

11. Any loose or windblown debris from your event is to be picked up and taken with you.

12. This is a carry in/carry out park. All garbage and debris must be taken with you when you leave the park. Please bring your own garbage bags.

13. All straw or sawdust used for children's games must be placed on a tarp and removed.

14. Park hours are from 9:00 am to 9:30 pm.

I understand these terms (signature) _____Print:_____

Date: _____