

# **Gurney Lane Facility Use Policies for Renters**

The policies that follow are needed to ensure the proper use and control of the facility so that all patrons may equally enjoy its use. As a renter you are responsible for reviewing AND abiding by the following rules.

## **PARKING FOR RENTERS**

**Lower Field Pavilion:** Use the access road to the right as you enter the park. There are 2 small lots for approximately 15 vehicles. Overflow parking is located on the right-hand side along the park entrance road.

**Picnic Tent:** Utilize any available parking space in the upper and lower main parking lots. Overflow parking is located on the right-hand side along the park entrance road.

**Hansen Center:** Utilize any available parking space in the upper and lower main parking lots. Overflow parking is located on the right-hand side along the park entrance road.

## **POOL ADMISSION**

General pool admission is \$7/person (adults aged 60 and older are free, as are children 4 and under). For picnic tent renters, pool admission for up to 40 people is included in the rental fee.

## **DECORATIONS & CLEAN-UP**

Groups are responsible for their own set-up and take-down. Decorations are allowed that will not cause damage to the facility. If it is necessary for your group to mount or hang items, please use masking tape only. The use of pins, tacks or nails on the posts is strictly prohibited. All decorations must be taken down at the end of the rental period. Additionally, at the conclusion of your rental, your group is required to return the pavilion/picnic tent to the original condition including returning all tables and chairs to the original configuration and disposing of any trash in the provided garbage cans.

## **CATERING**

If a catering service is being used, deliveries and pick up of equipment, food, or other items CANNOT block traffic flow in the upper parking areas or roadways.

## **OUTDOOR TENTS**

Erecting tents is prohibited unless prior permission has been granted by Queensbury Parks & Recreation. If permission is granted, it is preferred that all tents be freestanding due to concern with turf damage. Tents must be set up and taken down the day of your rental. The department reserves the right to deny tent requests.

## **INSURANCE**

Large groups, companies or organizations that wish to rent the Gurney Lane Pavilion must provide the Town with a Certificate of Insurance that names the Town of Queensbury as an additional insured. This certificate must be provided PRIOR (7-day minimum) to the scheduled rental date. Coverage amounts: \$2,000,000-operations aggregate, \$2,000,000-general aggregate & \$1,000,000-any one occurrence

## **SMOKING/USE OF ALCOHOL**

*Smoking is prohibited anywhere in the park (T.B. Resolution 213,2009).* The department allows for the responsible consumption of alcohol (canned beer - no kegs or liquor) during your use of the Picnic Pavilion; please note that all NYS alcohol laws still apply. Alcohol consumption is confined to the picnic pavilion ONLY and will NOT be allowed anywhere else in the park. Alcohol is not permitted during use of the Picnic Tent located inside the pool area.

## **To serve or provide alcoholic beverages (beer and/or wine only; no spirits) at the Gurney Lane Recreation Area the following requirements apply:**

**i.** An individual that seeks to serve or provide alcoholic beverages at a Town of Queensbury facility must provide proof of Event Insurance including Liquor Liability, in the following amounts: \$1,000,000 combined single limits and \$2,000,000 aggregate for Bodily Injury & Property Damage Liability, including Liquor Liability coverage, and naming the Town of Queensbury, at Gurney Lane Recreation 118 Gurney Lane Road as a Certificate Holder and an Additional Insured.

**ii.** A league, organization, group and/or business that seeks to serve or provide alcoholic beverages at a Town of Queensbury facility must provide proof of Commercial General Liability or Personal Liability insurance coverage, including Liquor Liability, in the following amounts: \$1,000,000 combined single limits and \$2,000,000 aggregate for Bodily Injury & Property Damage Liability, including Liquor Liability coverage, and naming the Town of Queensbury, at 118 Gurney Lane Road as a Certificate Holder and an Additional Insured.

iii. If the event a caterer provides or serves alcoholic beverages as part of its agreement with the applicant, the caterer must provide proof of insurance, including Commercial General Liability or Personal Liability insurance coverage, including Liquor Liability in the amount of One Million Dollars (\$1,000,000.00) combined single limits and Two Million Dollars (\$2,000,000.00) aggregate for Bodily Injury & Property Damage Liability, including Liquor Liability coverage, and naming the Town of Queensbury, at 118 Gurney Lane Road as a Certificate Holder and an Additional Insured.

#### **AMPLIFIED MUSIC**

For the enjoyment of all park users, the use of amplified music or live bands is prohibited unless prior permission is granted by the recreation department. For safety reasons, any music played that interferes with the safe operation of the pool will be strictly prohibited.

#### **PARK USERS**

Please be aware that the Gurney Lane Recreation Area remains open to the public during your event. Other activities, events and parking congestion may occur. Rental of the pavilion or tent does not grant "private" use of any other portion of the Gurney Lane Recreation Area.

The department reserves the right to close the park and/or adjust park hours based on any number of conditions or facility operation issues. In this event, the pavilion renters will be notified as far in advance as is possible and will have use up to 30-minutes prior to the announced closing time.

#### **CONTACT INFORMATION**

Queensbury Parks & Recreation <http://recreation.queensbury.net>  
742 Bay Rd., Queensbury, NY 12804 Phone: 518-761-8216

#### **SIGN-OFF**

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. I agree to be responsible to the municipality for the use and care of facilities. I, on behalf of \_\_\_\_\_ does hereby covenant and agree to defend, indemnify and hold harmless the Town of Queensbury from and against any and all liability loss, damages, claims, or actions (including costs and attorney fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with actual or proposed use of the Town of Queensbury's property or facilities.

Name of Individual or Organization's Representative: \_\_\_\_\_

Signature of Individual or Organization's Representative: \_\_\_\_\_

Date Signed: \_\_\_\_\_

Date of Event/Reservation: \_\_\_\_\_

