

# LAWRENCE PARKS RECREATION AREA

## PAVILION RENTAL INFORMATION

### RENTAL PROCEDURES

1. **Reservations must be made through the Cohocton Town Clerk.**
2. A completed rental agreement must be submitted with the appropriate fee to secure your date.
3. Prioritization is first come first serve. Reservations may be taken 18 months in advance on a rolling 18 month period.
4. Questions about the application process should be directed to the Town Clerk at (585) 384-5330 or at (585)-534-5100.
5. Refunds can only be obtained if pavilion can be rented again. (Month notification is required).
6. **Pavilion rentals do not include park fees. Park fees are \$ 2.00. Children under 5 years of age are free.**
7. Sports equipment may be obtained from the Park Store with a deposit returned when equipment is returned.

### RULES AND REGULATIONS

1. No motorized recreational vehicles are allowed in the park. Motorcycles are not allowed on any of the park trails or grounds other than parking area.
2. Vehicles are allowed to pull up to the pavilions to unload and then they are to be moved promptly to the parking area.
3. All injuries are to be reported at once to the Park Director of lifeguards on duty.

**We Hope You Enjoy Your Day!!**

Lawrence Parks Recreation Area  
Pavilion Rental Application

This form must be completed in its entirety by all individuals requesting reserved usage of park system facilities and returned with fees required to: Town Clerk, PO Box 327, Cohocton, NY 14826  
**Fee must accompany this application to confirm reservation.**

**General Information:**

Organization/Group Name \_\_\_\_\_

Contact Person (primary) \_\_\_\_\_ (secondary) \_\_\_\_\_

Address \_\_\_\_\_

Telephone (home) \_\_\_\_\_ (Telephone (work) \_\_\_\_\_

Anticipated Attendance \_\_\_\_\_

**Pavilion Requested:**

- Pavilion A (Seats Approximately 144) \$ 60.00
- Pavilion B (Seats Approximately 96) \$ 50.00
- Pavilion Y (Seats Approximately 80) \$ 50.00

**Date, Times:**

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

Time: Set Up \_\_\_\_\_ Arrival of Party : \_\_\_\_\_

- Park is open daily from 9:00 am to 8:00 pm.
- Pool is open daily from 10:00am to 7:00 pm.
- The Park Director reserves the right to close the pool due to weather or other conditions as deemed necessary.
- Pavilion requests will be reviewed on a first come first serve basis.
- Rental fees must be paid in full when the reservation is made.
- Reservations will not be accepted over the phone. Must contact Town Clerk.
- Dates can be checked over the phone; however dates will not be reserved until the necessary application and rental fees are received in the Town Clerk's office.
- Reservations will not be transferred, assigned or sublet to another individual or organization.
- Parking is permitted only in parking lots or other designated areas. NO vehicles are permitted on grass areas unless authorized.
- All guests will be required to pay park admission \$ 2.00. Children under 5 are free.
- Contact Person will be responsible for any drive offs.

**I agree to abide by all rules and regulations of Lawrence Parks Recreation Area. I further agree to pay for all damages to the facilities at Lawrence Parks Recreation Area, which may be caused by my group/organization use (other than normal wear and tear). Furthermore, I agree to not hold the Town of Cohocton or any of its employees responsible for any and all accidents, injuries, damages or monetary loss from my group/organization use of the facilities at Lawrence Parks Recreation Area.**

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Form must be returned to : Cohocton Town Clerk, P.O. Box 327, Cohocton NY 14826

Payment Method: \_\_\_\_\_ Amount Received \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_