

# Marion Town Park

## Rules and Regulations

*Park Rental Information*

### **Reservation Information:**

- Use of Park pavilions requires a permit which must be obtained in person at the Marion Town Clerk's Office located at 3823 North Main Street, Marion. Telephone: 315.926.4271.
- Reservations may be made beginning the 2nd Wednesday of February of each year for the current year. The Marion Town Park is available for rental May 1<sup>st</sup> thru Columbus Day weekend in October.
- Reservations are accepted on a first-come basis.
- Marion Recreation programs have priority for Park use.
- All applicants desiring to use the Marion Town Park must be at least 21 years old. If alcoholic beverages are to be consumed, an Alcoholic Beverage Permit is also required from the Town Clerk's Office.
- The rental applicant assumes responsibility for all damages to Park property and for the conduct of their group in compliance with the Town of Marion's Park Rules and Regulations.
- Refer to the Town of Marion Park Reservation Application for the current schedule of pavilion fees. Additionally, a deposit of \$50.00 must be made at the time of reservation and will be returned upon a satisfactory inspection. The security deposit will be returned by mail following the next Town Board meeting.
- Checks are to be made payable to: Town of Marion.
- Separate pavilion fees apply for Marion residents and non-residents. To qualify as a Marion resident for park rental purposes, applicant must pay property taxes to the Town of Marion or have children currently enrolled in the Marion Central School District.
- If the applicant cancels his/her rental reservation within 2 business days of filing application and making payment, the rental fee will be refunded. If however, cancellation is made after 2 business days, the rental fee will be refunded only under the condition that the date initially reserved is re-rented to another party. The security deposit and rental fee (if applicable) will be refunded following the next Town Board meeting.

### **Renter Guidelines:**

- If applicable, Pavilion A key may be picked up at the Town Clerk's office no sooner than 2 days before the date of use, and must be returned no later than 2 days after use of park. Keys for use of electric in the open air pavilions follow the same guidelines. If you wish to get into the building the day before your rented date, you must reserve and pay for that day also.

Continued....

- Permit holder shall refer to and abide by the “Park Inspector Checklist”.  
(Given to applicant at time of key pick-up).
- Remove all decorations upon leaving facility. Please do not use staples or thumb tacks.
- All tables and chairs must be returned to their proper rack.
- It is the responsibility of the user to secure all doors before leaving.
- All garbage generated from use of Park must be put in receptacles provided. Refuse from kitchen and bathrooms must be bagged, removed from pavilion and placed in dumpster.
- It is the Town of Marion’s policy to provide the initial garbage bags for the kitchen and bathrooms. We do ask that you please bring your own “Tall Kitchen” size bags to replenish the receptacles as a courtesy to the next group coming in.
- Disposal of garbage, refuse, etc. that was not originated from Park use is prohibited.
- Smoking is prohibited in Town Park pavilions. Any use of illegal drugs is not allowed on municipal property.
- Fires in cooking grills only. Extinguish all charcoal prior to leaving Park.
- No campfires allowed at any time on Park property.
- No fireworks or firearms are permitted.
- Dogs must be on leash. Any individuals bringing dogs into the Park shall be required to pick-up, bag and deposit in dumpster any solid waste from said animals.
- No person shall drive any automobile, motorcycle, ATV or other motorized vehicle upon any part of the Park except for the proper drives and parking areas.
- 10 MPH speed limit
- No overnight parking
- Park Hours: ---- Dawn to Dusk

We hope you enjoy our Town Park.