



# TOWN OF BETHLEHEM

Albany County - New York  
**PARKS & RECREATION DEPARTMENT**

ELM AVENUE PARK  
261 ELM AVENUE  
DELMAR, NEW YORK 12054

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## FIELD PERMIT REQUEST

LOCATION OF FIELD(S) REQUESTED: \_\_\_\_\_

TIME: \_\_\_\_\_ DATE(S): \_\_\_\_\_

FIELD(S) REQUESTED: \_\_\_\_\_ DAY(S): \_\_\_\_\_

TIME: \_\_\_\_\_ DATE(S): \_\_\_\_\_

FIELD(S) REQUESTED: \_\_\_\_\_ DAY(S): \_\_\_\_\_

ESTIMATED NUMBER OF PARTICIPANTS PER DAY: \_\_\_\_\_

PURPOSE OF FIELD USE: \_\_\_\_\_

NAME OF ORGANIZATION: \_\_\_\_\_

### ***NAME AND ADDRESS OF PERSON RESPONSIBLE:***

NAME: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_ PHONE (H) \_\_\_\_\_ (W) \_\_\_\_\_

ANY SPECIAL REQUIREMENTS (EQUIPMENT, MATERIALS, ETC): \_\_\_\_\_

### ***RULES AND OTHER INFORMATION***

- \*All groups must be based in the Town of Bethlehem and provide a Certificate of Insurance with a minimum liability coverage of one million dollars and the Town of Bethlehem must be named as Additional Insured.
- \*Fields can only be used when dry. The Parks & Recreation Department has final authorization over the playability of fields. Participants must obey all signs posted and any staff directives. Destruction of fields may result in revocation of permit or other penalties.
- \*Alcoholic beverages and all vehicles are prohibited on fields.
- \*Permit may not be transferred to another team or organization and must accompany you every time you use the field requested.
- \*In all fairness to this department and other groups who may request the use of fields, please notify this department as soon as possible of your cancellation.
- \*The above named person is responsible for the group conduct and the destruction or misuse of the facility.
- \*Violations of this agreement may result in revocation of the usage permit and may also restrict the group from further usage.