



Glenville Hill Fire District No. 8
1086 Church Road, Scotia, NY 12302
Phone (518) 377-3009

APPLICATION FOR USE OF GLENVILLE FIRE DISTRICT NO. 8 PROPERTY

Note: Application must be submitted two weeks prior to requested date

Renter's Name: _____

Contact Person: _____

Address: _____

Address: _____

Phone: _____

Phone: _____

Check which area(s) of station you will request the use of:

- Meeting Room Softball Field Kitchen Area Pavilion

List the quantity of equipment requesting to be borrowed:

Wooden Tables _____ Chairs _____ Other _____

Date of Meeting: _____ **Time:** From_ to _____

Purpose of Use: _____

Number of expected Attendees: _____

Is the renter a:

Department member or family member thereof: Yes___ No___

Civic / Social Organization: Yes___ No___

Resident of Glenville Hill Fire Dist. No. 8: Yes___ No___

Will any admission or tuition be charged by renter? Yes___ No___

Is this meeting/use open to the public, or been advertised as open to the general public?

Yes___ No___

Will anything be sold at the event? Yes___ No___

Is this meeting/use for election or campaign purposes? Yes___ No___

Is this a fundraiser for a charitable purpose? Yes___ No___

Will alcohol be served? Yes___ No___

How many persons under 16 will be present? _____

How many adults will be present? _____



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HOLD HARMLESS / INDEMNIFICATION AGREEMENT

The undersigned hereby makes application to the Glenville Hill Fire District No. 8 for use of its facilities described above and certifies that the information given in the application is correct and may be relied upon. The undersigned further states that he/she has the authority to make this application for the applicant and agrees that the applicant will observe all the rules and regulations of Glenville Hill Fire District No. 8. The applicant agrees to exercise the utmost care in the use of said premises and property and shall be responsible for any and all damage to the Districts premises and property and shall be responsible for all actions, behavior and damages caused by their guests/attendees.

RENTER HEREBY ASSUMES THE RISK OF ANY AND ALL INJURIES. THE APPLICANT AGREES TO HOLD THE GLENVILLE HILL FIRE DISTRICT NO. 8 HARMLESS AND DEFEND AND INDEMNIFY THE DISTRICT FROM ANY AND ALL CLAIMS BY ANY PERSON ARISING FROM SAID USE OF SAID FACILITIES. THE APPLICANT FURTHER AGREES TO REIMBURSE THE DISTRICT FOR ANY DAMAGES ARISING FROM THE APPLICANTS USE OF SAID FACILITIES.

Rules and regulations on the reverse side of this form are a part of this agreement.

Date: _____ Name of sponsoring Firefighter: _____

By signing this Application, you are agreeing that all of the above information is true and correct and that you are agreeing to the above Hold harmless/indemnification agreement, and to abide by and enforce all of the rental rules.

Signature: _____

Fire District Use Only

Approved by Board of Fire Commissioners:

Commissioner: _____ Date: _____

Commissioner: _____ Date: _____

REGULATIONS FOR USE OF GLENVILLE HILL FIRE DISTRICT No. 8 PROPERTY

1. The Fire District reserves the right to refuse any rental and cancel the same for any reason.
2. The sponsoring firefighter **must** be in attendance at the firehouse at all times throughout the requested function.
3. It shall be the policy of this Fire District to permit the use of the building/grounds when such use does not interfere with the Fire District/Department operations.
4. Renters shall inspect the premises utilized and report any issues prior to use.
5. All Fire Department functions shall take priority. Emergencies can arise which will require cancellation, though rare.
6. Sponsor must verify that requested dates do not conflict with previously approved functions.
7. The Meeting Room is available for use by, active firefighters and their immediate family, and Civic and Social Organizations that “benefit the Districts community” and Fire District No. 8 residents. The Meeting Room is not to be in competition with for-profit venues.
8. The requester must supply all paper products, beverages, etc.
9. All users must remove all trash from Fire District grounds generated from their use, must clean up fully and restore the areas to broom clean status.
10. Driving is not permitted on the lawn/softball field. Parking is restricted to marked spaces on the blacktop excluding areas designated for firefighters only.
11. In the event of an emergency situation: responding firefighters will park where they see fit regardless of available spaces.
12. Any damage caused to lawn area due to vehicles, erecting of tents, etc. is the responsibility of the sponsoring firefighter. All repairs are at his/her expense.
13. Groups with children shall provide adequate adult supervision. A recommended ratio is one adult to every five minors. Groups are to be no larger than 45 persons.
14. The indoor bathrooms are off-limits to any group wishing to use the Fire Districts outside grounds having a group size greater than 45 persons. The applicant/group will be required to provide for the rental/delivery and pickup of a Porta-a-Potty.
15. District furniture within the facility will be returned to its original arrangement before leaving.
16. A limited number of tables and chairs are available. These items are only to be used inside the building. Equipment needs beyond tables and chairs cannot be made available.
17. The use of open flames in the “Lounge Room”, for ceremonial reasons or otherwise, is strictly prohibited.
18. Decorations may be attached to walls or ceiling by “tape” **only**. The applicant/group using the meeting room will be responsible for leaving the premises clean and in the condition as good or better than when they arrived.
19. The Fire District retains the right of approval or disapproval of the submitted application.
20. Groups using Fire District grounds are not permitted access before 8:00 am and must terminate their function not later than 9:00 pm.
21. The Fire House does not have a telephone for public use.
22. Any person(s) failing to comply with these established rules and regulations, constituting a public nuisance, or violating any federal, state, or local laws or regulations may be required to leave the facility and premises.