

Town of Pittsford – King’s Bend Park Lodge Reservation Form

Recreation Department – 35 Lincoln Ave – Pittsford, 14534 – 248-6280

Time

Lodge reservations may include any portion of the day between 10AM and 10PM. The park closes promptly at 10PM.

Liability

The Town of Pittsford will accept no liability for individuals, groups or organizations using the King’s Bend Park lodges. The town reserves the right to require proof of insurance prior to use. An insurance certificate and prior approval are required for tents, entertainment rides or extracurricular activities.

Security

The person whose signature appears on the permit must be at least 21 years of age and be physically present during the reservation time on the permit. Designated Town of Pittsford employees may spot check activities at the lodges to ensure park ordinances, regulations and town policies. Permit holder(s) must have the permit available to present to Town employee or law enforcement.

Alcoholic Beverages

Alcoholic beverages are allowed. The applicant assumes full responsibility for the control of alcohol consumption. The Town of Pittsford assumes no consequential liability whatsoever as a result of this permit.

Music/Entertainment

The Town of Pittsford does NOT allow amplified live or recorded music or any other unusually loud noise on the park premises.

Cleanup

Permit holder(s) are expected to provide general cleanup of the facility before leaving the premises, including countertops, tables, floors, etc. Applicant is expected to remove beverage bottles and cans.

Damage to Lodges or Park

Responsibility for any damage or extraordinary conditions on surrounding grounds beyond normal wear and tear resulting from the use of King’s Bend Park and lodge must be assumed by the person whose signature appears on the permit.

Fires

Open fires are permitted ONLY in outdoor metal grills.

Ponds

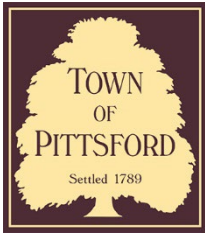
Absolutely NO swimming, boating or skating is allowed in the stormwater management ponds on the site. Fishing is permitted from the banks of the ponds. However, no access is allowed at the concrete dam or across the rocky crossing area.

Parking

Parking for permit holders, guests, caterers and vendors is allowed in designated spots within the paved areas. Absolutely NO driving on the sidewalks or lawns. Carts are provided in the lodges for unloading from vehicles to the lodges.

Phone Numbers

Park employee contact for early closing: (585) 410-0932 (cell) Town emergency number: (585) 248-6212.



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Registration

Reservations for the Town’s King’s Bend Park lodges now will be made online. Lodges can be reserved by visiting the Town website’s Recreation Online Reservations web page [here](#). The online lodge reservation process replaces the former lottery system format.

Those who are unable to complete a reservation online may drop off or mail in a reservation request form. Please note payment is due at the time of the request. Any hard copy request (dropped off or mailed in) should indicate a first priority and second priority date. Forms dropped off or mailed in are not guaranteed to receive the requested date(s), as reservation requests require processing time. **Mailing address: Pittsford Recreation Dept. 35 Lincoln Ave., Pittsford 14534.**

In-person reservations will be accepted during regular office hours (Monday – Friday from 8:00am - 5:00pm). Any requests received outside of office hours will be processed on the next business day.

Pittsford residents can begin making reservations for the upcoming year in November and December. **Non-residents** can begin making reservations on Tuesday, January 2, 2023, at 12 noon. Reservations may be made at the community center, or online by either residents or non-residents.

Cancellation Policy

If notification is given five business days or more in advance of the reservation, a refund minus a \$20.00 cancellation fee will be mailed to the applicant within 30 days. If notification is less than five business days, there will be no refund of the reservation fee.

Change in Reservation

If a request for a change to the reservation is made five business days or more in advance of the reservation, then a new application must be completed and a \$5.00 processing fee will be charged. Weather or other conditions may require the town to cancel a reservation. At which time, applicant will be notified and the reservation fee will be refunded in full.

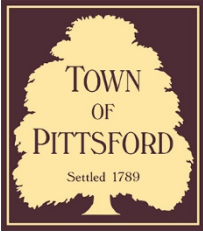
I. D. Required

To protect Pittsford residents privilege to early registration and the lower fee, and to assure the applicant is 21 years of age, we will require a driver’s license or other suitable proof of identification and residency.

Lodge Description

The North Lodge has a capacity for 99 persons with picnic tables capable of seating 96 persons. The South Lodge has a capacity of 50 persons with picnic tables capable of seating 48 persons.

Each lodge is heated, has a gas fireplace, and a kitchen galley that includes an oven/stove, refrigerator/freezer and sink. The lodges also have an outdoor patio area with a charcoal grill. Both are equipped with two bathrooms attached to the end of each lodge.



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Applicant Information

Name: _____

Address: _____

Town: _____ Zip Code: _____

Email Address: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Driver’s License #: _____ Date of Birth: _____

Will there be: Entertainment rides? YES NO Tent? YES NO Other? YES NO
(Specify pony, inflatables, etc.) (Specify size) (Be specific)

Specify here: _____

	North Lodge	South Lodge
Capacity	99 people.....	50 people
Resident Fee	\$175.00	\$150.00
Non-resident Fee	\$275.00	\$250.00

Reservation Information

North Lodge

South Lodge

Date Requested: _____

Time Requested: In _____ Out _____

Number of people expected: _____

Will alcoholic beverages be served? YES NO

Will food be served? YES NO

Type of activity: (Please be specific) _____

(i.e. Child’s Birthday Party, Rehearsal/Wedding Gathering, Class Reunion, Bar/Bat Mitzvah, Organizational Meeting, Training Class, Memorial Service, etc.)

I have read and understand the rules and regulations for use of King’s Bend Park facilities. I agree to assume all responsibility for my group’s use of the facilities. I further understand that this permit is non-transferable to a person, group, or organization.

Signature: _____ Date: _____

(OFFICE USE ONLY)

PAYMENT METHOD: CASH _____ CHECK _____ CARD vs MC DV RECEIPT # _____