

Fees must accompany all applications. Make checks or money orders payable to: *Town of Brookhaven*

MEETING FEES:

- \$ 40.00 Resident permit filing fee (non-refundable)
Bi-Annual (January-June and July-December)
- \$100.00 Non-Resident permit filing fee (non-refundable)
Bi-Annual (January-June and July-December)
- \$ 30.00 per meeting fee (2½ hrs.); or \$15.00/hour or any portion thereof - Monday through Friday 4:30 PM to 10:00 PM;
- \$ 35.00 per hour, or any portion thereof, over 2½ hours
- \$ 40.00 per meeting fee (2½ hrs.);
Saturday & Sunday from 9:00 AM to 10:00 PM;
- \$ 45.00 per hour, or any portion thereof, over 2½ hours

SOCIAL ACTIVITY FEES:

- \$ 40.00 Resident permit filing fee (non-refundable)
Bi-Annual (January-June and July-December)
- \$100.00 Non-Resident permit filing fee (non-refundable)
Bi-Annual (January-June and July-December)
- \$325.00 Recreation Center rental fee Monday-Thursday (5 hour limit);
- \$375.00 Recreation Center rental fee Friday, Saturday and Sunday (5 hour limit)
- \$ 60.00** Hourly rate beyond 5 hours
- \$375.00 Non-profit fundraising rental fee** (5 hour limit)
- \$100.00 Refundable damage deposit

FACILITY TELEPHONE NUMBERS

| | |
|---|----------|
| Henrietta Acampora Recreation Center (Blue Point Cottage), 39 Montauk Highway, Blue Point, NY | 363-5193 |
| Mastic Recreation Center, 15 Herkimer St., Mastic, NY | 281-7655 |
| New Village Recreation Center, 20 Wireless Rd., Centereach, NY | 732-2338 |
| Robert E. Reid, Sr. Recreation Center (Shoreham), Defense Hill Rd., & Rt. 25A, Shoreham, NY | 744-2601 |
| St. Michael's Recreation Center, Wilson Ave., Gordon Heights, NY | 698-3254 |
| Parks & Recreation Administration Building, 286 Hawkins Road, Centereach, NY | 451-6807 |

Brookhaven Town Ordinances:

To help promote and ensure a safe environment for all residents the Town of Brookhaven prohibits the following acts:

| | <u>Section</u> |
|---|----------------|
| Public Consumption of Alcoholic Beverages | 3-1 |
| And/or Carrying Open Container of Same | 3-1 |
| Overnight Parking, Housing or Camping | 10-4 |
| Open Fires | 10-12 |
| Camping | 10-14 |
| Animals | 10-15 |
| Soliciting | 10-16 |
| Littering..... | 10-17 |
| Destruction or Defacing Park Property | 10-18 |
| Parking in Other Than Designated Spaces..... | 10-19 |
| Speed in Excess of 10 mph. | 10-19 |
| Peddling or Selling..... | 10-21 |
| Firearms & Weapons | 10-23 |
| Loitering After Dark | 10-24 |
| Boating in Bathing Area | 10-25 |
| Rollerblading, Skating or Sledding..... | 10-28 |
| Smoking in Public Buildings | 30-113 |
| ATV's | 37-2 |

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NO SMOKE MACHINES TO BE USED IN PUBLIC BUILDINGS

Failure to comply with these requirements is a violation of the Fire Prevention Local Law and may be considered a misdemeanor. Responsible parties may be subject to issuance of an appearance ticket, with a fine of not less than \$500.00. In certain circumstances, persons may be subject to arrest.

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MOBILE RIDES NEED APPROVAL FROM THE COMMISSIONER

Any problems/emergencies call Parks Dispatch 451-6141. If no answer, call Code Enforcement 451-6161.

All cancellations, except by the Town, are subject to a 15% administrative handling fee.

TOWN OF BROOKHAVEN

Department of Parks, Recreation & Sports, and Cultural Resources
286 Hawkins Road, Centereach, NY 11720 - (631) 451-6100

2018 BUILDING USE PERMIT APPLICATION

REQUESTED RECREATION CENTER FACILITY (Please check):

- Henrietta Acampora Recreation Center, Blue Point, NY
Robert E. Reid, Sr. Recreation Center, Shoreham, NY
St. Michael's Recreation Center, Gordon Heights, NY
New Village Recreation Center, Centereach, NY
Mastic Recreation Center, Mastic, NY
Parks & Rec. Administration Bldg., Centereach, NY

The Commissioner of Parks, Recreation & Sports, and Cultural Resources and/or his/her designee shall have the right to deny, change or cancel a permit. No meeting shall extend beyond 10:00 P.M. without being pre-approved by this department. See reverse side for applicable fees.

REQUESTED FACILITY: (see reverse side for phone numbers)

ROOM: EVENT: # of People:

(need): # of chairs: # of tables: Kitchen:

NOTE: All chairs & tables being used are to be returned to their original positions at the end of meeting/social.

Check One: Meeting Social Activity

DAY/DATE REQUESTED: 1st choice: 2nd choice:

TIME: From: To:

(PLEASE NOTE: In case of any cancellation, please contact Kurt Leuffen, 516-315-7871)

ORGANIZATION:

Applicant's Name:

Physical Address*:

*RESIDENCY IS ESTABLISHED BY PHYSICAL ADDRESS OF ORGANIZATION/PERSON USING THE FACILITY.

Mailing Address:

Email Address:

Telephone #: (Days) (Evenings)

Applicant's Signature

Release and Hold Harmless

The undersigned in being granted a permit for the use of Town property and/or Town facilities hereby agrees to assume all liability and all risk of loss and shall be responsible for the supervision and welfare of all persons arriving on and/or using Town property and/or facilities in connection with permit issued.

Signature: Date:

IN CASE OF EMERGENCY CONTACT THE TOWN OF BROOKHAVEN CODE ENFORCEMENT DEPARTMENT ~ 451-6161

OFFICE USE ONLY

Received of: Date paid: PERMIT #:

Money Order #: CC Auth. #: Check #: Amount Paid: \$

NO CASH PAYMENTS ACCEPTED

Office Approval:

Signature of Center Manager/Designee

cc: Applicant (original) Recreation Center

Parks Dispatcher

Code Enforcement Fire Prevention