



# Town of Southampton

6 NEWTOWN ROAD  
HAMPTON BAYS, NEW YORK 11946

KRISTEN M. DOULOS  
TOWN PARKS DIRECTOR

## PARKS & RECREATION DEPARTMENT

Telephone (631) 728-8585  
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### RULES FOR GROUP USE OF LUDLAM AVE. PICNIC PAVILION

**\*\*\*Southampton Town may not be subjected to liability for personal injuries of those attending or hosting events while utilizing facilities\*\*\***

#### ALL AREAS

- Facility Use Permits are **NON-REFUNDABLE. CHANGE OF FACILITY / DATE WILL RESULT IN NEW PERMIT FEES. NO EXCEPTIONS!!!**
- **ABSOLUTELY NO ALCOHOL PERMITTED AT ANY TIME.**
- Only Town residents and/or taxpayers over 18 years of age may reserve the facilities.
- **MUST** show photo I.D. and proof of residency (**NO P.O. BOXES**).
- All decorations and garbage must be removed at the end of the event.
- Gas grills only (**Charcoal Grills Prohibited**). No grills or cooking is permitted under the roof areas.
- There are two time slots available: **10 am - 3 pm or 4 pm - 9 pm**. The pavilion **MUST** be vacant for cleaning from 3 pm - 4 pm.
- Set up and clean up must be accomplished within the allotted five-hour time frame.
- Only one facility and one-time slot may be rented per day.
- No more than two rentals are permitted per month per class account.
- Reservations can be made no more than **THREE MONTHS** in advance.
- Inflatables, jumpers, slides, etc. are prohibited.
- Pets are **PROHIBITED** in the Picnic Pavilion and playground area.
- The group is responsible for removing garbage and placing it in the outside garbage cans.
- Loud music is **PROHIBITED**. **NO** amplified music at any time.

**\*\*DISOBEYING ANY RULES & REGULATIONS WILL RESULT IN DENIAL OF FUTURE RENTALS\*\***

**SIGNATURE (Required): \_\_\_\_\_ DATE : \_\_\_\_\_**

**IN THE CASE OF AN EMERGENCY, CALL THE TOWN POLICE AT 728-5000 OR 911**

\*\*\*\*\*LUDLAM AVE. FEE SCHEDULE\*\*\*\*\*

We accept **ALL** major credit cards. **Payment Required In Full with Application**

Pavilion (Resident/Taxpayer for 5 Hours)	:	\$ 50/1-50 People	\$ 75/51-100 People
Ball Field (1 1/2 Hours)	:	\$ 25	
Ball Field with Lights (2 Hours)	:	\$ 50	
Tournament Fee with Lights	:	\$125 per 8 Hours (+ \$10 per Hour for Overtime)	
Basketball Court (2 Hours)	:	\$ 10 per Court	