



**Town of Riverhead Recreation Department
200 Howell Ave ■ Riverhead, NY 11901
Office: 631-727-5744 ■ Fax: 631-727-4555**

Non Refundable Application Fee:

\$5 for single use or \$25 for multiple session use
Payable to Town of Riverhead by cash, check, or money order.

Facility Use Permit Application 2010

Applicant Information

| | | | |
|---|-------------|----------------|--|
| Applicant Name: | | Email Address: | |
| Name of organization requesting use: | | | |
| Current address: | | | |
| City: | State: | ZIP Code: | |
| Home Phone: | Cell Phone: | Work Phone: | |
| Secondary Address (if applicable): | | | |
| City: | State: | ZIP Code: | |
| Alternate Contact: | | | |
| Home Phone: | Cell Phone: | Work Phone: | |
| Is this a Not For Profit or For Profit Organization?: | | Federal ID #: | |

Facility Information

| | | | | |
|---|--|--|--|------------------|
| Facility Requested: (Circle one) <ul style="list-style-type: none"> • Calverton Park • George Young Community Center • Henry Pfeifer Community Center • Iron Pier Beach • Police Officer's Memorial Park (Bayberry Park) • Reeves Park Beach • South Jamesport Beach • Stotzky Park • Wading River Beach | Type of Use: (circle all required) <ul style="list-style-type: none"> • Beach • Gazebo • Picnic • Room • Sports Field | | Date(s) Requested: Rain Date(s): | Hours Requested: |
| | # of people expected: | Do you require restrooms?: (not available at all times) | If using a field, please indicate the sport: | |
| | | | If using a room, please indicate preference: | |

Additional remarks:

| | |
|-------------------------|-------|
| Signature of Applicant: | Date: |
|-------------------------|-------|

Official Use Only

| | | |
|----------------------|----------------|-----------|
| Received by: | Date Received: | |
| Check/Money order #: | Amount: | Permit #: |

Application must be submitted 45 days in advance of dates requested

FACILITY RENTAL FEES

PARK / BEACH RESERVATIONS (Residents/Taxpayers Only)

- Group Picnic/ Beach Party/ Field Use (One Session) \$5.00 Application fee
- Group Picnic/Beach Party/Field Use (Multiple Sessions) \$25.00 Application Fee
- Group Picnic/Beach Party/Field Use (5pm-Dusk) \$15.00 per hour
- Gazebo Rental (residents) \$50 per hour **
- Gazebo Rental (non-residents) \$100 per hour**
- Field Lights & Attendant \$35.00 per hour

**Permits cannot be issued during beach operation.

BALL FIELDS/MULTI-USE (Profit Making Organizations)

- Tournament Reservations/Daily Field Rental \$195.00 per day/ Field
- Lights \$35.00 per hour
- Field Rental (Season) \$750 per field per season ***
- Field Rental w/lights \$2,000 per field per season ***

*** (Max 18 dates)

BALL FIELDS/MULTI-USE (Non-Profit Organizations)

- Daily Field Rental \$55.00 per day/ Field (8am-8pm)
- Lights \$35.00 per hour
- Field Rental (Season) \$250 per field per season ***
- Field Rental w/lights \$650 per field per season ***

*** (Max 18 dates)

TOWN BUILDINGS (Residents/Taxpayers Only)

- Weekday during regular business hours (one session) \$5 Application Fee
- Weekday during regular business hours (multiple sessions) \$25 Application Fee
- Fees for after hours* and Weekend Use \$35.00 per hour
\$5.00 Application Fee
\$100.00 Deposit

* After hours consist from 4pm through 11pm Monday through Friday and from 8am to 11pm Saturday and Sunday**
Deposit will be refunded if the building guidelines are followed and there is no damage to the building.

HOCKEY RINK

- Rink use \$5.00 Application fee
- Rental: \$15.00/per hour
(Minimum 2 hours)

**During non-business hours. Subject to availability and coverage

SKATEPARK

- Group/Party Rental 8:30am – 12:00pm \$55 per hour (min 2 hrs)
(Subject to availability and coverage) (20 Participant max)