



**Queensbury
PARKS & RECREATION**

742 Bay Road, Queensbury NY 12804
(518) 761-8216 • recreation.queensbury.net

FACILITY USE/RENTAL APPLICATION Ridge/Jenkinsville Park Athletic Complex

CONTACT INFORMATION *(insurance certificate required*)*

Purpose of requested use: _____

Contact name (F/L) of person responsible for event/field use: _____

Application on behalf of: Individual/Family Group Organization/Club

Name of Family/Group/Organization: _____

Address: _____ Town/Zip: _____

Contact Phone: _____ Cell Phone: _____

Contact E-mail Address: _____

**Groups and Organizations MUST provide a certificate of insurance naming the Town of Queensbury as an additional insured. Certificate must be received PRIOR to date of the event/rental: recreation@queensbury.net*

FIELD USE INFORMATION *(attach additional information as necessary)*

Rental/Use location: Soccer/Lacrosse Fields Softball Fields Pickleball Courts _____

Day(s) of week needed: _____ Number of fields/courts needed: _____

Start Date: _____ End Date: _____

Start Time: _____ End Time: _____

Estimated Attendance: _____ Will admission be charged? Yes No

Will concession area at soccer field house be used? (Separate fee charged.) Yes No

Additional comments or requests pertaining to your application: _____

APPLICANT SIGNATURE

Applicant Signature: _____ Date: _____

OFFICE USE

Date Received: _____ Approved by: _____ Permit issued: _____

Insurance Cert. rec'd? _____ Field Use Fee rec'd? _____ HHA signed/rec'd? _____