



Town of Montgomery
110 Bracken Rd
Montgomery, NY 12549
845-457-2600 (x1287)
Email: tadkins@townofmontgomery.com
Email: afrumes@townofmontgomery.com



Please Print

Application for Field/Park use

Organization Name: _____ Today's Date: _____

Representative/Applicant: _____ Driver's License I.D. # _____

Address: _____

Email: _____ Phone # _____

Field request: Berea Park Multi Purpose Field _____ Berea Park Softball Field _____ Rail Trail _____

Benedict Farm Park Multi-Purpose Field 1 _____ Benedict Farm Park Multi-Purpose Field 2 _____

Benedict Farm Park Softball/Baseball Field _____

Any storage or building request that corresponds with park: _____

Describe use: _____ (use additional sheet if needed)

Any storage or building request that corresponds with park: (write in) _____

The undersigned will be responsible for the above facility, will assume full accountability for damage incurred to Town of Montgomery property, equipment, and will insure that the facility will be left in a clean and orderly condition.

Insurance Requirements must be provided at the time of the application:

Individuals must provide proof of homeowners, renters or a special event policy in a limit not less than \$500,000.00.

Large events, businesses sport leagues or corporations, the undersigned will be responsible to provide a One Million Dollar liability insurance certificate naming the Town of Montgomery (110 Bracken Road, Montgomery, NY) as additional insured.

"To comply with this requirement, an individual, business or organization may obtain a Certificate of Insurance; referred to as a one day "special event rider" through the insurance agency that provides their Home Owner's, Renter's or Business Policy. A Certificate of Insurance may also be obtained through an online Event Insurance provider. (Do a google search for "Event Insurance" for options)"

The Town of Montgomery reserves the right, as a condition to granting this application to require additional responsible persons in addition to the applying organization. Previous experience has shown that the supervision of one (1) adult is necessary for every ten (10) non-adults present. **This is a REVOCABLE PERMIT and subject to change, if necessary.**

Agreement

The undersigned is 21 years of age or more and has read this form and attached regulations and agrees to comply with them. He or she agrees to be responsible to the Town of Montgomery for the use and care of the facilities. He or she, on behalf of _____, does hereby covenant and agree to defend, indemnify and hold harmless the Town of Montgomery from and against any and all liability, loss, damage, claims, or actions (including costs and attorney fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of the Town's property facilities and/or services by permittee

Signature of Individual/Organization's Representative _____

Date _____

Fee Schedule:

Please refer to attached pages for fee schedule to calculate your requested field use fees and date requests. If you need help or have questions about how to apply the rates, call 845-457-2600 ext. 1287.

We now Take MC, VISA & DISCOVER

Checks Payable to the Town of Montgomery

Need 2 separate checks or charges: One for deposit and One for fee

All sports leagues must provide a schedule of practices and games prior to approval. A copy of this signed application serves as your permit. A copy of the Town Park Laws are available upon request.

I understand and agree to all conditions listed above.

Applicant Signature

Date

Recreation Director Approval

Date

Town Supervisor Approval

Date

For Office Use ONLY: Total Amount Due: _____

Paid: CC _____ Cash _____ Check _____

Indemnification signed _____

Insurance requirements met _____

Deposit Check Submitted _____

____ Approved ____ Denied

FIELD USE FEES 2026

Multi-Purpose Fields

☐ **Resident Youth Sports League**

\$300 for up to 3 months

Includes up to 3 practice days per week and 1 weekend game day per week

Additional months: \$75 per month

☐ **Travel / Non-Resident League**

\$500 for up to 3 months

Includes up to 3 practice days per week and 1 weekend game day per week

Additional months: \$100 per month

☐ **Full-Week Exclusive Use (one field only)**

☐ Resident: \$500 for 3 months

☐ Non-Resident / Travel: \$750 for 3 months

Includes 7 days per week exclusive use

☐ **Single-Use Rental**

\$65 per hour

Baseball & Softball Fields

Resident Youth Sports Leagues

☐ **Weekday Season Use**

\$300 for up to 3 months (any 3 weekdays per week)

Additional months: \$75 per month

☐ **Weekend Use**

\$25 per game

\$50 half day (9 AM–1 PM or 1 PM–5 PM)

\$100 full day

Travel, Non-Resident, and Adult Leagues

☐ **Weekday Season Use**

\$500 for up to 3 months (any 2 weekdays per week)

Additional months: \$100 per month

☐ **Weekend Use**

\$40 per game

\$100 half day (9 AM–1 PM or 1 PM–5 PM)

\$200 full day

Baseball/Softball Field Use Calendar Request/Fee Calculator

Season Fee

The season fee covers weekday field use only (Monday–Friday).

Resident youth leagues may use the field up to **three weekdays per week**.

Travel, non-resident, and adult leagues may use the field up to **two weekdays per week**.

Weekend use is not included and must be calculated separately below.

Weekday Use (Monday–Friday)

Start Date: _____ Weekdays Requested (Circle Requested Days): M Tu W Th F

Start Time: _____ End Time: _____

Base 3-Month Fee: \$ _____

Additional Months: _____ × \$ _____ = \$ _____

Season Subtotal: \$ _____

Weekend Use (Saturday–Sunday)

Dates: _____ Type (Game / Half Day / Full Day): _____

Dates: _____ Type (Game / Half Day / Full Day): _____

A **game** is a single scheduled game.

A **half day** is 9:00 AM–1:00 PM or 1:00 PM–5:00 PM.

A **full day** is one full weekend day.

Weekend Fees

Resident Youth Leagues

\$25 × _____ games = \$ _____

\$50 × _____ half days = \$ _____

\$100 × _____ full days = \$ _____

Resident Weekend Subtotal: \$ _____

Travel / Non-Resident / Adult Leagues

\$40 × _____ games = \$ _____

\$100 × _____ half days = \$ _____

\$200 × _____ full days = \$ _____

Travel / Adult Weekend Subtotal: \$ _____

TOTAL FEE

Season Fees: \$ _____

Weekend Fees: \$ _____

Total Fee Due: \$ _____

Multi-Purpose Field Use Calendar Request/ Fee Calculator

Requested Start Date: _____

Seasonal Fee

The season fee includes **up to three weekday practice days per week (Monday–Friday)** and **one weekend game day per week** during the rental period.

Full-week exclusive use includes **seven days per week** on one designated field.
Single-use rentals are billed by the hour and do not include recurring access.

Requested Days

Weekdays (circle 3): M Tu W Th F

Weekend Day (circle 1): Sat Sun

☐ Resident Youth — \$300 for first 3 months

Additional months: _____ × \$75 = \$ _____

☐ Travel / Non-Resident — \$500 for first 3 months

Additional months: _____ × \$100 = \$ _____

☐ Full-Week Exclusive Use

☐ Resident — \$500 for 3 months

☐ Non-Resident — \$750 for 3 months

Season Subtotal: \$ _____

(Season fee includes up to three weekdays per week and one weekend game day.)

Single-Use Date: _____

Hourly rate: \$65

Total hours requested: _____

Hours × \$65 = \$ _____

Hourly Subtotal: \$ _____

TOTAL MULTI-PURPOSE FIELD FEE

Season Fees: \$ _____

Hourly Fees: \$ _____

Total Fee Due: \$ _____