

Crawford Park 2012 Not for Profit Rental Policy

For more information, call David Thomas at (914) 939-3075 ext. 100 or email: parksdept@townofryenv.com

Definition of "Not for Profit"

Any non-profit group having their headquarters within the boundaries of the Town of Rye, and also having official recognition from either the Federal government or the State of New York government as an officially recognized non-profit or not for profit organization shall qualify for the rates below. The Town of Rye wishes to specifically exempt programs run by the school districts within the Town, the recreation programs run by the villages within the Town and the municipal events run by the villages within the Town from this policy.

Mansion Events

- \$200.00 flat fee (Includes setup, event and cleanup)
- \$150.00 per additional hour
- \$250.00 Security Deposit (Refundable 2-4 weeks after event providing no damages recorded)

If Alcohol is being served:

\$100.00 Alcohol Permit required

\$2,000,000 Liquor Liability or Host Liquor Liability

Host Liquor Liability

Host Liquor Liability Insurance provides protection for the event holder against bodily injury or property damage suits brought by parties whose injuries arise from actions of an intoxicated event guest. Host Liquor Liability coverage applies only if there is no transfer of money for alcohol or service/product packages that include alcohol. If there is any money changing hands and alcohol is served, Host Liquor Liability coverage does not apply, only Liquor Liability coverage will provide the proper protection.

OR

Rye Brook Police presence: One (1) officer for \$50.00 per hour (Four (4) hour minimum).
If there is alcohol being served, Service of alcohol must end one hour before the event is scheduled to end (this does not include clean-up time).

If alcohol is brought into the event or served without the alcohol permit and police officer, the following would be enforced:

- 1) The person, company or non-profit scheduling the event would be held responsible.
- 2) The Rye Brook Police Department would be called immediately and the event would be shut down.
- 3) The deposit for the event would not be returned.
- 4) The fee for the event would not be refunded.
- 5) The person, company or non-profit holding the event would be prohibited from the use of the Crawford facilities for a period of five years;

Maximum Occupancy: 100 People

Tables and Chairs included

All vendors (caterers, performers, equipment supplies, etc.) are required to submit a certificate of insurance for each event. List "Town of Rye" as an additional insured

Requirement: \$1,000,000 General Liability

Tents: \$200.00 plus insurance certificate

Mansion rental times: 12:00PM – 5:00PM, 6:00PM – 11:00PM Monday thru Saturday. 12:00PM – 6:00PM Sundays

Make checks Payable to the Town of Rye (Turn Over for Pavilion)

Regular Pavilion Events:

\$150.00 Security Deposit (Refundable 2-4 weeks after event providing no damages recorded)

\$25.00 per Hour (Three hour minimum)

With Alcohol:

\$100.00 Alcohol Permit required

\$2,000,000 Liquor Liability or Host Liquor Liability

Host Liquor Liability

Host Liquor Liability Insurance provides protection for the event holder against bodily injury or property damage suits brought by parties whose injuries arise from actions of an intoxicated event guest. Host Liquor Liability coverage applies only if there is no transfer of money for alcohol or service/product packages that include alcohol. If there is any money changing hands and alcohol is served, Host Liquor Liability coverage does not apply, only Liquor Liability coverage will provide the proper protection.

OR

Rye Brook Police presence: One (1) officer for \$50.00 per hour (Four (4) hour minimum).

If there is alcohol being served, Service of alcohol must end one hour before the event is scheduled to end (this does not include clean-up time).

If alcohol is brought into the event or served without the alcohol permit and police officer, the following would be enforced:

- 1) The person, company or non-profit scheduling the event would be held responsible.
- 2) The Rye Brook Police Department would be called immediately and the event would be shut down.
- 3) The deposit for the event would not be returned.
- 4) The fee for the event would not be refunded.
- 5) The person, company or non-profit holding the event would be prohibited from the use of the Crawford facilities for a period of five years;

Maximum Occupancy: 160 People

Picnic Tables included

Use of Refrigerator included

Charcoal BBQ grills provided free of charge on request (one per event)

All vendors (caterers, performers, equipment supplies, etc.) are required to submit a certificate of insurance for each event. List "Town of Rye" as an additional insured

Requirement: \$1,000,000 General Liability

Tents: \$200.00 plus insurance certificate

Pavilion rental times: 8:00 AM – Dusk, Monday thru Saturday. 9:00AM – Dusk Sundays

Monday-Saturday 8:00 AM to Dusk

Sunday: 9:00 AM to 6:00 PM

Make checks Payable to the Town of Rye