



Town of Pittsford Pavilion Rules & Regulations **for Great Embankment Park, Thornell Farm Park & Carpenter Park Pavilions** **Pittsford Recreation Department – 35 Lincoln Ave – Pittsford, NY 14534 – (585) 248-6280**

The following pertains to use of Town pavilions for public reservations. These are the pavilions at Great Embankment Park, Thornell Farm Park and Carpenter Park at the Port of Pittsford. The pavilion at the Spiegel Pittsford Community Center is reserved for Town sponsored and operated events only. Please carefully review the rules and regulations below.

1. All reservation requests submitted online or in person are subject to review and confirmation by Town of Pittsford staff.
2. Applicants must be at least 21 years old and be present. At the pavilion at the time of the reservation and for the duration of the event.
3. Reservations are for private individual and group activities only and may not be used for purposes of business promotion.
4. Reservation requests that may be disruptive to regular park functions and operations are not allowed. Such requests would include, but are not limited to those that exceed pavilion capacities, create parking conflicts, pose a safety risk or disrupt in any way Town staff, patrons or other park users.
5. The person submitting the reservation is responsible for damage. A replacement fee will be charged for damage and for special cleaning. Decorations must be attached in ways that do not damage the pavilion and shall be completely removed following your reservation. Use of confetti, glitter, rice and candles is prohibited. Pavilion users are expected to leave the pavilion as they found it. Town staff may require a security deposit in advance as a condition for use of the pavilion.
6. Reservation applications must have accurate and complete information, including without limitation information that fully and accurately describes the activities comprising the event for which reservation is sought. Submission of deceptive or misleading information or withholding of information necessary to describe an event accurately may result in cancelation of the reservation and ineligibility to make future reservations.
7. Reservations are for the pavilion only and are limited to a 3-hour maximum stay on the date reserved. There will likely be other park users present at the time of your reservation. Your use of the pavilion shall not exclude others from using the park.
8. Reservations for personal or commercial profit or religious services are prohibited. Political events other than town or village of Pittsford political committee meetings are also prohibited.
9. Pavilions are available seasonally May-October. Pavilions are closed on Town holidays and during inclement weather or other emergencies.
10. Pavilions are carry-in carry-out facilities. Please clean up and remove trash.
11. Consumption of alcoholic beverages and illegal substances is not allowed.
12. The number of reservations made by any person or on behalf of any eligible group may be limited out of fairness to all.
13. The Town of Pittsford denies any liability for reservations not affiliated with Town programs and services.
14. Fires are not permitted.
15. Sound amplification of any kind is prohibited.
16. Users must adhere to all Town of Pittsford Parks codes and have a reservation receipt available to show Town staff or law enforcement when requested. Town Emergency number is 585-248-6212.
17. Vehicles must park in designated parking areas. Parking is not permitted on the green space or access roads.

Failure to follow the Town of Pittsford Pavilion Rules and Regulations may result in cancelation of reservation and ineligibility to make future reservations.

Effective April 18, 2023