

*** APPLICATION FOR USE OF FACILITIES *
AT MEXICO POINT STATE PARK**

Responsible person/group Name _____

Address _____ City _____ State _____ Zip Code _____

Telephone # _____ email _____

Date requested: _____ Time _____ a.m. or p.m. Estimated Number of Guests: _____

General Description of Event: _____

Reservations require the following steps:

1. Call the Mexico Point Park Manager at 315-963-8216 to get confirmation that the park facility is available on the day desired
2. After confirmation from the Park Manager that the facility is available on the requested date, fill out this Application Form and either present it along with the required fee to the Town Clerk at the Mexico Town Office, or mail it along with the required fee to the Mexico Town Office at: Mexico Point State Park; P. O. Box 98; Mexico, NY 13114
3. The Town Clerk will confirm that the application and fee are correct, and will then notify the Park Manager to confirm the reservation

- **Events must** end and guests must leave the property by 9 p.m. Those responsible for the event may stay until 10 p.m. to finish cleaning up
- **All equipment** and garbage must be removed by 10 a.m. the following day unless prior arrangements have been made with the park manager relating to tents, tables, etc.
- **A fee of \$100** will be charged for garbage not removed by 10 a.m. the following day
- **A minimum fee of \$100** will be charged for any vandalism, and the reserving party will be held financially liable for more than minimum vandalism
- **An Alcohol Permit from the Town of Mexico** is required prior to any use of alcohol at the park
- **All Vendors Selling Alcohol** at any event at the park are required to have a New York State Liquor License
- **Parking is limited**, so due to safety considerations, no event with more than 150 persons is permitted without special arrangements with the Friends of Mexico Point Park.

Requested Area:

- ___ Flagpole Area (\$25 per hour)
- ___ Lower Picnic Area (\$25 per hour)
- ___ Parking Lot Picnic Area (\$25 per hour)
- ___ Casey's Cottage (\$50 per hour or \$500 per day)
- ___ Pavilion (\$50 per hour or \$500 per day)

Enclosed is \$_____ for the above reservation. *I agree to adhere to the rules and regulations of the New York State Park Authority, and Mexico Point State Park rules as listed above.*

Signed _____ Date _____

Please call (315) 963-8216 if you have any questions or need more information.

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Office use only:   ack. receipt \_\_\_\_\_   Amt. received \_\_\_\_\_   calendar \_\_\_\_\_   Tent \_\_\_\_\_