



Village of Mamaroneck  
**Parks & Recreation**



Recreation Tel (914) 777-7784

Fax (914)777-7768

P.O. Box 369

Mamaroneck, N.Y. 10543

Stephen E. Johnston Beach Pavilion at Harbor Island Park

***Pavilion Permit / Rental Application 2015 - Individual***

**In-person** applications are accepted at the VOM Recreation Department in the Stephen E. Johnston Beach Pavilion.

**Mail-in** applications can be sent with a check to: PO BOX 369, Mamaroneck NY 10543.

Check are made payable to the Village of Mamaroneck. There is a \$25 fee for returned checks. Deposit must be separate.

**Note:** Permits and applications approved by the Recreation Department shall constitute the equivalent of a contract.

A permit is revocable based on rules and laws of the Village of Mamaroneck.

If Insurance requirements are not meet 10 days prior, the deposit is forfeited and event is cancelled.

Name of Individual: \_\_\_\_\_ Signature \_\_\_\_\_

Phone # ( \_\_\_\_\_ ) \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

City / State / Zip Code \_\_\_\_\_

(To receive residential rate: please provide proof of residency with a copy of utility bill. The individual making the reservation must be present throughout the entire event).

Type of event or program \_\_\_\_\_

Set up Time \_\_\_\_\_ to \_\_\_\_\_ Event \_\_\_\_\_ to \_\_\_\_\_ Estimated # of people \_\_\_\_\_

Day (s) & Date(s) \_\_\_\_\_

Alcohol is not allowed on premise. Please initial \_\_\_\_\_

- Recreation Program – contractual only
- Weekdays between 9 am- 4 pm \$25 p/hr
- Weekdays between 4 - 10 pm \$50 p/hr
- Weekend between 8 am – 10 pm \$50 p/hr
- Non-Resident: Please add \$25 additional p/hr
- Ceremonial - Private Pavilion Rental \$200 p/hr

- Main Lobby (Ceremonial) 725 Sq. ft.
- Red Room 1,276 Sq. ft. & Lobby 342 Sq. ft.
- Blue Room 1,233 Sq. ft. & Lobby 568 Sq. ft.
- Pavilion Deck
- Entertainment \_\_\_\_\_

Music on deck must be within reason not to upset beach patrons at the beach manager's discretion.

**OFFICE USE ONLY**

Make checks payable to the Village of Mamaroneck. A \$25 fee will be charged for returned checks. Refunds will only be issued to permits that are not approved.

- Residency Requirements attached Permit Fee: \$ \_\_\_\_\_
- \$150 Maintenance Deposit Amount Paid: \$ \_\_\_\_\_
- Cash or Check #: \$ \_\_\_\_\_

\_\_\_\_\_ Permit: Approved [  ] Permit Disapproved [  ]

Recreation Department Signature & Date

Notes: