

PAVILION RENTAL RULES AND REGULATIONS

- Occupancy of the reserved pavilion is from 10:00 am until one hour prior to Park closing. Refer to permit for details. No early birds.
- Exceeding the maximum occupancy in any of the pavilions will result in loss of security deposit. Any misleading or omitted information will result in loss of deposit and/ or subject to fines.
- Group must clean pavilion and surrounding areas to satisfaction of Park Staff and depart by end of reservation time. Renter must check in with Guard on arrival and check out with Guard upon departure.
- There is ABSOLUTELY NO driving to the pavilions. Chains in place are to be removed by authorized Park personnel ONLY. All items must be carried from car to pavilion.
- Prior approval from the Recreation Department Office MUST be received for use of the fire pit.
- Music is allowed as long as it is kept at a moderate level and does not disturb our Park's neighbors.
- Dogs are not allowed in the pavilion or playground areas, only on the trail when leashed.
- Please note you have reserved the pavilion area, the Park is open to the public and access to other Park areas is available to everyone.
- Any problems or concerns should be brought to the attention of the Park Ranger IMMEDIATELY.
- Alcoholic beverages are prohibited.
- Swimming in the Lake is prohibited.
- Boats are available for rent at the Guard House (must be at least 18 years old and have a valid park permit). Life jackets MUST be worn at all times.
- Fishing from shore is permitted, A fishing license is required for anyone 16 years or older.

- Rollerblading is only permitted in the roller rink when not reserved.
- Please DO NOT feed the geese.
- Grills are NOT allowed on any blacktop/coated surfaced areas.
- Bicycles are permitted on the trail ONLY.
- Garbage can be left in cans, if full please inform guard on duty in the guard shack
- Organizations or clubs utilizing facility must provide the Town of Newburgh (at least one week) prior to scheduled event with a Certificate of Liability Insurance naming the Town of Newburgh as a named insured on the said policy. The Policy shall have limits of \$1,000,000 for any lone injury and \$3,000,000 for any one event and be written by an insurance company licensed by the State of New York.
- CHAPTER 41 OF THE TOWN OF NEWBURGH MUNICIPAL CODE

If said permission is granted, we hereby agree to comply strictly with governing the use of Chadwick Lake Park. We also agree to provide adequate supervision at said event.

•If in doubt, please contact the Town of Newburgh Recreation Department at (845) 564-7815

•The undersigned pavilion permit holder does hereby agree to indemnify and hold harmless the Town of Newburgh from any and all claims, suits or demands and any expenses incurred by said town for investigation, legal fees or otherwise which arise out or are connected with the Town Facility applied for herein and the said town shall be held harmless and indemnified regardless of whether the acts are the fault of the applicant or the town.

**FAILURE TO ABIDE BY ANY OF THE RULES
MAY RESULT IN LOSS OF SECURITY
DEPOSIT, ADDITIONAL FINES AND LOSS
OF FUTURE PRIVILEGES**

Chadwick Lake Park Pavilion Rental Guide



Ranger Station (845)564-0608
1702 Route 300 Newburgh, NY 12550

Recreation Department (845)564-7815
311 Route 32 Newburgh, NY 12550

Pavilion Information

- Included with Rental:
- Use of Permitted Pavilion
- Guest Parking (guests are not required to have an annual permit)
- Use of Playground
- Walking Trail
- Exercise Equipment
- Roller Rink
- Basketball Courts
- Fishing from Shore (Fishing License is required 16 years or older)
- Boat rentals are NOT included with rental.
- No Running Water
- No Dogs/Pets
- No Alcohol

Pavilion Rental Hours

Pavilion rental starts at 10:00am - no early arrivals. Cleanup and depart on time

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|-----------|----------------|
| January | 10:00am-3:30pm |
| February | 10:00am-4:00pm |
| March | 10:00am-5:30pm |
| April | 10:00am-6:30pm |
| May | 10:00am-6:30pm |
| June | 10:00am-7:30pm |
| July | 10:00am-7:30pm |
| August | 10:00am-7:30pm |
| September | 10:00am-6:00pm |
| October | 10:00am-5:00pm |
| November | 10:00am-3:30pm |
| December | 10:00am-3:30pm |

Hours for park opening and closing may change based on weather or development at Chadwick Lake Park. CLOSED: New Years Day, Easter Sunday, Christmas Day.

Special Events

If you are considering holding a special event at the park, such as a wedding, charity walk/run, photo shoots, or any other non-typical event, please contact the Recreation Department for more information and application.



Large Pavilion

Located near entrance to the park. Close proximity to the bathroom. Short walk to the playground.

- Holds 250 people maximum.
- Has approximately 30 tables.
- Has electricity
- Large charcoal grill (bring your own charcoal, lighter fluid, etc.)

Pavilion Rental Fees

Residents Fee: \$250*
 Non-Residents: \$500*
 Plus \$200 Security check made payable to the Town of Newburgh

*Rentals must be made in person, at the Recreation Department, during office hours (M-F 8:30 am- 4:30 pm). Rentals also must be made within the current calendar year starting in January. Photo ID, Rental Fee, Security Fee, and Proof of Residency are all required at the time of booking. Full payment is required to reserve a rental. Security will be returned if everything is left in satisfactory condition. One month minimum to cancel a reservation in order to receive a refund. Pavilion rentals are rain or shine, NO refunds for weather conditions. Rain dates cannot be reserved. Renters should have copy of agreement with them on the date of event.

*The resident rate will be given to individuals, businesses, organizations and/or churches that reside within the limits of the Town of Newburgh. All others will be charged the non-resident rate.



Playground Pavilion

Located near the playground. Not in close proximity to the bathroom.

- Holds 45 people maximum.
- Has approximately 8 picnic tables
- No electricity
- Small charcoal grill (bring your own charcoal, lighter fluid, etc.)

Pavilion Rental Fees

Residents Fee: \$150*
 Non-Residents: \$300*
 Plus \$100 Security check made payable to the Town of Newburgh



Boathouse Pavilion

Located near the boats by the opening of the trail. Close proximity to the bathroom. Not close to the playground.

- Holds 45 people maximum
- Has approximately 8 picnic tables
- No electricity
- Small charcoal grill (bring your own charcoal, lighter fluid, etc.)

Pavilion Rental Fees

Residents Fee: \$150*
 Non-Residents: \$300*
 Plus \$100 Security check made payable to the Town of Newburgh

Outside Vendor Requirements

Bounce Houses: \$50 fee, Payable to The Town of Newburgh at time of pavilion booking. Copy of insurance is required and an employee from the bounce house company must be present during rental.

On-Site Catering: Copy of insurance is required at time of rental

DJ Company: Copy of insurance is required at time of rental.

Chair/Table Rentals: Copy of insurance is required at time of rental. They must be dropped off and picked up same day as pavilion rental.

The Recreation Department reserves the right to refuse permission for activity vendors that may not be considered appropriate, high risk or not conducive with the park atmosphere.

