

# RUSH RECREATION DEPARTMENT

Guidelines

For the Town of Rush Pavilion



Enclosed are the rules and regulation for the Town of Rush Pavilion. If you have any questions please call the Recreation Supervisor at 533-2340. Thank you for your cooperation.

1. Hours of operation with an approved permit are 8AM-9PM on scheduled day/s. When all paperwork and payments have been received you will be given a code to access the key lockbox on the pavilion. You are responsible for locking the pavilion doors upon leaving. If you need the facility for different hours than stated they need to be pre-approved by the Recreation Supervisor.
2. The playground and basketball courts are for public use and cannot be rented exclusively for an event.
3. The soccer/football fields and baseball fields must be rented separately on a separate permit.
4. No smoking allowed in park.
5. Furniture is not to be used other than the purpose intended.
6. Usage of the fireplace is only upon the prior permission of the Recreation Supervisor. (Must bring own clean wood)
7. You are responsible for set up and take down of all tables, etc. Upon completion of your event dispose of remaining food items and garbage when you leave.
8. Please close and lock the inside door to the pavilion for the bathrooms, and lock the entrance pavilion doors when leaving with the Allen wrench located in the kitchen cabinets. There is also access to the bathrooms from outside for the community members using the playground/and or fields.
9. No scenery, decorations can be adhered to the pavilion such as tape, staples or nails. **NO MATERIALS CAN**

BE PLACED ON THE WALL MOUNTED SOUND BARRIERS INCLUDING TACKS, HOOKS AND TAPE.

10. No animals or other things of unusual nature brought into the pavilion without prior approval of the Recreation Supervisor.
11. All New York Safety and Fire regulations must be observed. No equipment is to be brought into the pavilion building or on the grounds without permission of the Recreation Supervisor.
12. Storage of any kind prior to an event is to be arranged by the renter and the Rec. Supervisor.
13. Only the designated renter is allowed to use the facility. Use of the facility is not transferable.
14. Any events in which there are music/bands that will be playing there will need to be pre-approval from the Recreation Supervisor.
15. The capacity for the pavilion is 100 sitting inside the pavilion or 300 standing in and out of the facility.
16. Your deposit will be returned after inspection, and after the next scheduled Town Board meeting
17. Emergency phone numbers:

**Maintenance:**

John Frew

Cell: 755-3534

Dick Schneider

Cell: 469-9978

**Recreation Supervisor:**

Patricia Stephens

Office: 533-2340

Home: 359-4382

**3 fields are also available for rent. The cost is \$25.00 per field. The rental agreement can be found at:**  
<http://townofrush.com/forms-applications/recreation-forms>

### **Town Park Pavilion**

**Building Size:** 44' x 72' – 3168 sq. ft.

**Enclosed Room:** 32'8" x 44' – 1437 sq. ft.

**Porch with Roof:** 24' x 44' – 1056 sq. ft.

**Rest Rooms & Equipment Room:** 15'4" x 44' – 675 sq. ft.

#### **Enclosed Room:**

Capacity – approximately 100

#### **Equipped With:**

1. Heating System
2. Tables and Chairs
3. Cabinets – Countertops
4. Electric Stove, Microwave Oven,  
Refrigerator, and Sink
5. Ceiling Fans
6. Wood-Burning Fireplace
7. 32" Flat Screen Television with DVD Player

#### **Porch with Roof:**

Capacity – approximately 70

#### **Equipped with:**

Picnic Tables w/ Benches

Charcoal Grill Available upon Request

**Full camera coverage which includes playground.**