



**Parks, Recreation,  
and Historic Preservation**

**OFFICIAL USE ONLY:**

Receipt #: \_\_\_\_\_  
Date Issued: \_\_\_\_\_  
Issued By: \_\_\_\_\_

**FINGER LAKES STATE PARKS, RECREATION AND HISTORIC PRESERVATION  
PICNIC SHELTER RESERVATION INFORMATION AND APPLICATION**

The State Parks listed on the reverse side have picnic shelters available for group picnics for use during normal park hours from May to mid-October. The shelter may be reserved and rented upon application made with the Park Manager at the park.

**RESERVATION PROCEDURE** - Applications will be accepted over the phone or hand delivered up to eleven (11) months in advance of your reservation date. Reservations will be accepted on a first come, first serve basis. In the event of multiple reservation requests for the same day, a lottery will be held. Please contact the park for details. Reservations over the phone by credit card (Visa, MasterCard, American Express or Discover) must be finalized by submitting a completed and signed application. If the applicant's first choice date is not available, the second choice shown on the application will be considered. Permittee must have application in their possession the day of rental. **Return both copies of the application, a stamped, self-addressed legal envelope, and a check made payable to NYSOPRHP.**

**FEES** - The shelter rental fee is shown on the reverse side of this form. For very large groups and/or special requests (ex: extra tables, tents, etc.) the Park Manager may establish a fee schedule which includes the shelter use. **THE SHELTER FEE IS IN ADDITION TO THE REGULAR VEHICULAR USE FEE COLLECTED AT THE PARK ENTRANCE.** Requests for full refunds will only be considered more than 30 days prior to the reservation date. Requests for refunds less than 30 days but more than 10 days prior to reservation date will receive a 50% refund. Any cancellations made less than ten days prior to reservation date will not receive a refund. All refund requests must be in writing and include an original receipt. A service fee of \$9.00 will be deducted from the refund.

**TERMS AND CONDITIONS**

1. An alcoholic beverage permit will be required if alcoholic beverages are to be served or available.
2. **ALL GARBAGE GENERATED MUST BE REMOVED FROM THE PARK IN COMPLIANCE WITH THE CARRY-IN, CARRY-OUT POLICY OF THE FINGER LAKES STATE PARK REGION.**
3. The permittee is responsible for cleaning the premises and leaving it in the same general condition as it was at the time of occupancy, and shall be responsible for reimbursing Parks for any unusual cleaning expenses incurred or for any damage caused by the Permittee or any person in the premises at the invitation of the Permittee.
4. Amplification of music or other sounds requires advance written approval. Tents also require advance approval and may require insurance.
5. The Permittee shall abide by all Park rules and regulations as well as applicable State and Federal Laws.
6. The Permittee assumes all risks related to this permit and shall be solely responsible and answerable in damages for all accidents or injuries to person or property, and hereby covenants and agrees to indemnify and keep harmless the People of the State of New York, Office of Parks, Recreation and Historic Preservation, their officers and employees, from any and all claims, suits, losses, damage or injury to person or property or whatsoever kind or nature, whether direct or indirect, arising out of the operation of this Permit, or the carelessness, negligence or improper conduct of the Permittee or any servant, agent or employee thereof.
7. The Office of Parks, Recreation and Historic Preservation shall not be responsible for property damage or personal injury to the Permittee, or any person upon the premises at the invitation of the Permittee.
8. The Permittee hereby waives any and all claims for compensation for any and all loss or damage sustained by reason or any interference by any public agency or official in the operation of this Permit; any such interference shall not relieve the Permittee from any obligation hereunder.

NAME OF GROUP: \_\_\_\_\_ CONTACT PERSON: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

CITY, STATE & ZIP: \_\_\_\_\_ NUMBER IN GROUP: \_\_\_\_\_

STATE PARK: \_\_\_\_\_

SHELTER/LOCATION: \_\_\_\_\_ (1st Choice) \_\_\_\_\_ (2nd Choice)

DATE REQUESTED: \_\_\_\_\_ (1st Choice) \_\_\_\_\_ (2nd Choice)

Arrival Time: \_\_\_\_\_ a.m./p.m. Departure Time: \_\_\_\_\_ a.m./p.m. WILL ALCOHOLIC BEVERAGES BE SERVED?  YES  NO

\$ \_\_\_\_\_ Shelter Rental Fee

CHECK CHART ON REVERSE SIDE

The reserving group must stop at the Park office the day of the event to complete necessary beverage permits and/or be advised of any other pertinent information.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Please return with payment by: \_\_\_\_\_

**COMPLETE AND RETURN BOTH COPIES OF APPLICATION WITH A STAMPED, SELF-ADDRESSED LEGAL ENVELOPE  
NOTE: THE SHELTER RENTAL FEE IS IN ADDITION TO THE REGULAR VEHICULAR USER FEE COLLECTED AT THE PARK ENTRANCE.**

Park	Office	Description	Flat Rate Fee
BUTTERMILK FALLS STATE PARK c/o Robert H. Tremen State Park 105 Entfield Falls Road Ithaca, NY 14850	607 / 273-3440	Upper - Enclosed	\$100.00
CAYUGA LAKE STATE PARK 2678 Lower Lake Road Seneca Falls, NY 13148	315 / 568-5163	Upper Bathroom - Enclosed Open Enclosed Tompkins Shelter	\$125.00 \$75.00 \$75.00 \$50.00
FAIR HAVEN BEACH STATE PARK PO Box 16 Fair Haven, NY 13064	315 / 947-5205	Bay - Enclosed Sabin Hall - Enclosed Lakeview - no electric Party Tent 20x20 Party Tent 20x30	\$100.00 \$150.00 \$20.00 \$80.00 \$75.00
FILMORE GLEN STATE PARK 1686 State Route 38 Moravia, NY 13118	315 / 497-0130	Upper - Open Fillmore Room - Enclosed Old Bathroom - Enclosed 20x30 Tent Canopy	\$75.00 \$75.00 \$40.00 \$60.00
KEUKA LAKE STATE PARK 3560 Pepper Road Bluff Point, NY 14478	315 / 536-3686	Upper - Enclosed Lower - Enclosed	\$75.00 \$75.00
LODI POINT c/o Sampson State Park 6069 Route 96A Romulus, NY 14541	315 / 585-6392	Open	\$20.00
NEWTOWN BATTLEFIELD 451 Oneida Road Elmira, NY 14901	607 / 732-6067	North - Open w/Fireplace Lodge - w/Kitchen Enclosed w/Fireplace Picnic 1 thru 6 - #6 is located at the ball field	\$60.00 \$150.00 \$150.00 \$25.00
ROBERT H. TREMAN STATE PARK 105 Entfield Falls Road Ithaca, NY 14850	607 / 273-3440	Upper - Enclosed Lower South - Enclosed Lower North - Enclosed	\$75.00 \$100.00 \$150.00
SAMPSON STATE PARK 6096 Route 96A Romulus, NY 14541	315 / 585-6392	Enclosed Recreation Center (not available in July & August) 1/2 Enclosed Open	\$100.00 \$100.00 \$50.00 \$20.00
SENECA LAKE STATE PARK 100 Waterloo-Geneva Road Geneva, NY 14456	315 / 789-2331	Lakeside #1 - Enclosed Lakeside #2 - Enclosed Bathroom #3 - Enclosed Bathroom #4 - Enclosed Marina Tent 20x40 with sides Seawall Tent 30x45	\$175.00 \$150.00 \$75.00 \$75.00 \$100.00 \$160.00
STONY BROOK STATE PARK 10820 Route 36 South Dansville, NY 14437	585 / 335-8111	Lower Semi-Enclosed Upper - Open	\$60.00 \$50.00
TAUGHANNOCK FALLS STATE PARK 2221 Taughanock Park Road Trumansburg, NY 14886	607 / 387-6739	Lakeside North - Enclosed Central Creekside North	\$175.00 \$150.00 \$50.00
WATKINS GLEN STATE PARK PO Box 340 Watkins Glen, NY 14891	607 / 535-4511	East - Enclosed West - Enclosed Loggia - Open on one side Iroquois Lodge	\$75.00 \$75.00 \$75.00 \$150.00