

TOWN OF SOUTHAMPTON — MARIA Z. MOORE, TOWN SUPERVISOR

Parks & Recreation Department – Main Office

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Telephone (631) 728-8585 Email parksandrec@southamptontownny.gov

www.southamptontownny.gov/parksrec



Kristen Doulos – Town Parks Director

Rules For Use of Red Creek Park Activity Center and/or Picnic Pavilion

General Rules

- Only Town residents or taxpayers age 18 and older may reserve facilities. **Must** show Photo ID and proof of residency are required. (NO P.O. BOXES).
- [Facility Use Permits](#) are **non-refundable**.
- Permit holders are permitted a 5 or 6-hour time frame based on location (see below), between the hours of 10am – 9pm*. Facility **must** be vacated at the end of your time slot. **No re-entries or loitering permitted at any time.**
- **Absolutely No Alcohol permitted at any time.**
- No Smoking and vaping on Town property. [Town Code § 90-2](#)
- Set-up and clean-up **must** be completed within the reserved 5-6 hr. time period.
- All decorations and garbage must be removed at the conclusion of the event.
- **NO** Helium balloons, inflatables, jumpers, slides, pets, DJs, and amplified music. **A small speaker may be use and kept at a low setting.**

Picnic Pavilion Rules — Resident/Taxpayer for 5 hrs

- Approximately 13 picnic tables are available.
- Grills and cooking equipment are **not** permitted.

Activity Center Rules — Resident/Taxpayer for 6 hrs

A \$200 cash security deposit is required.

- Available tables and chairs are provided for use during the event.
(Approx. (7) 60" round tables, (8) 6' long tables, (2) 10' long tables & (85) metal folding chairs)
- **Times requested past 7pm are subject to additional approval and MUST be requested 2-weeks prior to event.**
- Cooking equipment is **prohibited** in the Activity Center at any time.
- **All sound must be contained within the Activity Center.**
- Rollerblades, bicycles, and skateboards are **prohibited** in Activity Center.

Cleaning Responsibilities — Permit holder is responsible for cleaning tasks

- Sweeping, mopping and cleaning the counter tops if the kitchen area is used
- Setting up and taking down tables and chairs and returning them to the storage area
- Sweeping and spot cleaning the activity room floor if needed
- Tying all garbage up in black bags

Fees — Payment required in full with application

Facility	Attendance	Fee	Attendance	Fee
Activity Center (Resident/Taxpayer for 6 hrs)	1-50 people	\$300	51-100 people	\$400
Picnic Pavilion (Resident/Taxpayer for 5 hrs)	1-50 people	\$125	51-100 people	\$175

Acknowledgement

- Any violation of the rules & regulations will result in future rentals being denied & loss of security deposit.
- Southampton town **may not** be subjected to liability for personal injuries of those attending or hosting events while utilizing facilities.

I acknowledge that I have read and agree to comply with all rules and regulations.

Signature of applicant		Date	
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Emergency Information

In the event of an emergency, call Southampton Town Police at (631) 728-5000 or 911.