



**CITY OF ONEIDA
DEPARTMENT OF PARKS AND RECREATION**

ONEIDA RECREATION CENTER, 217 CEDAR STREET
ONEIDA, NEW YORK 13421

Telephone: (315) 363-3590/Fax: (315) 363-6062

ONEIDA RECREATION CENTER - FEE SCHEDULE

	<u>Resident</u>	<u>Non-Resident</u>	<u>Not-For-Profit*</u>
Gym Rental (Per Hour)	\$40.00	\$50.00	\$30.00
Room Rental (Per Hour)	\$15.00	\$20.00	\$10.00
**Kitchen Rental (Per Hour)	\$25.00	\$30.00	\$20.00

*Not-For-Profit's must provide copies of documents of State or Federal Non-Profit Status.

**Kitchen Rentals are subject to a \$50.00 deposit fee. A "Letter of Permission to Serve Food" must be acquired from the Madison County Health Department if you plan on serving food to the public.

1. Seasonal league rates available – inquire at the Main Office.
2. **72 hours advance notice for cancellations if refund is requested.**
3. **APPLICATIONS MUST BE COMPLETED AND RETURNED WITH INSURANCE, NOT FOR PROFIT STATUS FORMS AND 50% DEPOSIT PRIOR TO THE EVENT.**
TIMESLOT WILL NOT BE ADDED TO CALENDAR UNTIL SIGNED AGREEMENT AND 50% DEPOSIT IS RECEIVED
4. Cash or Check ONLY - Make checks payable to: **Oneida City Chamberlain**
5. Set up and clean up must to be included in your rental times—Please build it into your rental if needed.

RULES AND REGULATIONS

1. **ABSOLUTELY NO GAMBLING, ALCOHOLIC BEVERAGES OR SMOKING WILL BE ALLOWED ON THE PREMISES!!!!**
2. All Businesses and Not-For-Profits Organizations must provide Liability Insurance in the amount of \$1,000,000 COMBINED SINGLE LIMIT. A Certificate of Insurance shall be presented to the Oneida Recreation Department within 48 hours preceding the date and time of use. The City of Oneida Recreation Department, 217 Cedar Street, Oneida, NY 13421 must be listed as additional insured. The Recreation Department Staff reserves the right to obtain approval from the City Attorney regarding the insurance coverage should there be questions or concerns. **IF YOU ARE NOT A BUSINESS OR NOT-FOR-PROFIT A COPY OF YOUR HOMEOWNERS OR RENTERS INSURANCE SHALL BE ATTACHED.**
3. **GYM USE ONLY:** All food and drinks must be kept on the mat area ONLY. Please no food or drink on the gym floor. Glass containers of any kind will not be allowed on the premises.
4. All events and activities must be supervised by an adult 21 years or older.
5. All building applications must be completed before final approval will be granted.
6. The City of Oneida Recreation Department Staff may revoke building use at any time if deemed necessary.
7. The facility must be left clean after each event. The renter is responsible to see that all trash is picked up. If the kitchen is rented you will receive a checklist of cleaning requirements that must be followed and handed in with the building supervisor upon completion of your rental.

LEO MATZKE
Mayor



LUKE GRIFF
Recreation Director

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www.oneidacity.com

CITY OF ONEIDA PARK/FIELD RENTAL FEES

****72 hour advance notice for cancellations required if refund is requested****

Season Field Use of Playfields (8 to 16 weeks of regular use):

\$300 per organization, plus any equipment necessary for the league

Lighting Fee: \$25 per hour for ALL users

Play Ball! Field Conditioner \$10 per bag (Play Ball! is used at the discretion of the Rec Dept staff)

\$100 Concession Stand Fee and \$100 Refundable Cleaning Fee

\$100 Building Use Fee and \$100 Refundable Cleaning Fee

\$25 Press Box/Score Board Use Fee and \$25 Refundable Cleaning Fee

Limited Field Use(not to exceed 3 hours/anytime over will be 1/2 of the limited use per hour):

\$30 for Resident/City Organization

\$40 for Non Resident/Outside Organization

\$20 for Not for Profits (must provide proof of NFP status)*

Lighting Fee \$25 per hour for ALL users

Play Ball! Field Conditioner \$10 per bag (Play Ball! Is used at the discretion of the Rec Dept staff)

Pool Rental per Hour		
<u>Resident</u>	<u>Non-Resident</u>	<u>Not for Profit*</u>
\$40	\$50	\$30

Plus cost of lifeguards @ \$975/hr - Minimum 2 guards Add 1 guard for every 10 people over 20

Park Rental: (Please consider set up and take down time when figuring rental hours)

Resident \$30 for 2 hours/Non Resident \$40 for 2 hours/Not For Profit \$20 for 2 hours*

*(must supply proof of NFP status)

NO VEHICLES ARE ALLOWED IN PARKS EVEN FOR UNLOADING
STAY IN PARKING LOT OR ON ROAD

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APPLICATIONS MUST BE COMPLETED AND RETURNED WITH INSURANCE FORMS AND PAYMENT MADE IN FULL TO THE CITY OF ONEIDA RECREATION DEPARTMENT, 217 CEDAR STREET, ONEIDA, NY 13421 PRIOR TO THE EVENT. (Please make checks payable to: Oneida City Chamberlain) YOUR TIME SLOT WILL NOT BE CONFIRMED UNTIL PAYMENT IN FULL IS RECEIVED.