

TERMS OF USE POLICIES FOR THE WEARE C. LITTLE MEMORIAL PARK

1. ELIGIBLE USERS

- a. Not-for-profit education and/or environmental groups
- b. Regular members
- c. Members of the park's board
- d. Employees (including interns) of the park
- e. Current Siena College students with Siena student ID or with membership

2. FACILITIES AVAILABLE

- a. Lodge building - all rooms available except the office.
- b. Lake - boating, fishing, and ice-skating
- c. Trails - marked trails only

3. USERS OF FACILITIES

ELIGIBLE USER	LODGE BUILDING	LAKE	TRAILS
Not-for-profit education and/or environmental groups	Yes	Yes	Yes
Regular members	By Appointment	Yes	Yes
Members of the park's board	Yes	Yes	Yes
Employees (including interns) of the park	Yes	Yes	Yes
Current Siena College students with Siena student ID or with membership	By Appointment	Yes	Yes

4. PROCEDURES FOR USE

ELIGIBLE USER	PROCEDURE
Not-for-profit education and/or environmental groups	By arrangement with the Caretaker.
Regular members	During the park's scheduled open hours or by appointment.
Members of the park's board	Any time but subject to other users prior arrangements.
Employees (including interns) of the park	Any time but subject to other users prior arrangements.
Current Siena College students with Siena student ID or with membership	During the park's scheduled open hours or by appointment.

5. CONDITIONS

- a. All users are subject to the *Rules of the Park* as set down in the "Visitor's Guidelines" book and the Caretaker's discretion.
- b. Not-for-profit groups - current certificate of insurance must be made available to the Caretaker at the time of use.

6. SUGGESTED DONATION FOR GROUPS AND APPOINTMENTS

- a. Half-day - \$25
- b. Full-day - \$50
- c. Evening - \$25

7. GROUP USAGE RESPONSIBILITIES

- a. No smoking in the building. People smoking outside need to use ash trays or a container to contain butts.
- b. No alcohol of any kind are allowed on the premise.
- c. Set up is your responsibility.
- d. All facilities should be reset before leaving the premise.
- e. All garbage must be collected and closed.
- f. Any damages must be reported to the Caretaker.
- g. The phone may be used locally only for very important calls. The phone is a park business phone so please be mindful.
- h. There will be no access to the business office in the lodge. That is a private room unavailable to groups.
- i. Turn off the lights in the lodge and lock the doors before leaving the facility.
- j. Leave your payment with the Caretaker when you arrive.