



Incorporated 1872

# VILLAGE OF CLAYTON

425 Mary St. ♦ PO Box 250 ♦ Clayton ♦ 1000 Islands ♦ New York 13624  
Phone: (315) 686-5552 Fax: (315) 686-2132  
TTD: 1-800-662-1220

Name: \_\_\_\_\_

Company Name (or affiliation): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail: \_\_\_\_\_

### Municipal Property Requested:

- Riverwalk Pavilion
- Municipal Building
- Centennial Park
- Village Square Park
- Bandstand
- Bleachers

Date(s) requested \_\_\_\_\_

Time(s) requested: \_\_\_\_\_

Additional Information (if any): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

For events being held at the Municipal Building- Please specify number of tables and chairs: Tables \_\_\_\_\_ Chairs \_\_\_\_\_

*Your request will be presented for Board approval at the next regular Board meeting (2<sup>nd</sup> and 4<sup>th</sup> Mondays except for legal holidays).*

*A reply from the Clerk's Office will follow the Board meeting.*

For Office Use Only: Date Request Received: \_\_\_\_\_ Date Response Sent: \_\_\_\_\_