



Irondequoit Recreation
450 Skyview Centre Parkway-Suite 200
Rochester, NY 14622
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Camp Eastman Rental Application

1301 Lake Shore Blvd, Rochester, NY 14617

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE AUTHORIZED RECREATION DESIGNEE AND PAID RECEIPT HAS BEEN ISSUED.

SECTION 1 – APPLICANT INFORMATION * MUST BE 21 OR OLDER *

APPLICANT INFORMATION

RENTER'S NAME

ORGANIZATION/GROUP NAME (*if applicable*)

STREET ADDRESS

CITY

STATE

ZIP

DATE OF BIRTH

DAYTIME PHONE

CELL PHONE

E-MAIL ADDRESS

SECTION 2 – RENTAL DETAILS

An additional \$50 Security Deposit is due at the time of making the reservation. It will be refunded after the event if all rules have been followed. See details on back page.

RENTAL DETAILS

Desired Event Date(s) Please List Your Top 3 Choices:

1) / /

2) / /

3) / /

Desired Facility (Please Check)

Kusak Lodge

Conference Center

Rotary Cabin

Veteran's Cabin

Kiwanis Cabin

Rental Time Options:

10:00am – 9:45pm (Sun-Sat)

9:00am – 3:00pm (Mon-Thurs)

4:30pm-9:45pm (Mon-Fri)

10:00am-9:45pm (Holiday)

**See Back for Rental
Rate Details
(Resident/Non-Resident)**

Additional Information:

Type of Event: _____

Headcount: _____

Balloons Inside Facility (\$35 Additional Fee) Yes No

Open Holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Columbus Day, and Thanksgiving Day.

Closed Holidays: Good Friday, Easter Sunday, Thanksgiving Eve, Christmas Eve, Christmas Day and New Year's Day.



Camp Eastman Rental Rates

Kusak Lodge (Capacity 70) and Wayne Spies Conference Center (Capacity 80)

<u>Rental Time</u>	<u>Day(s) of the Week</u>	<u>Resident Rate</u>	<u>Non-Resident Rate</u>
10:00am-9:45pm	Sunday-Saturday	\$205 Full Day	\$240 Full Day
9:00am-3:00pm	Monday-Thursday	\$175 Partial Day	\$210 Partial Day
4:30pm-9:45pm	Monday-Thursday	\$155 Partial Day	\$190 Partial Day
4:30pm-9:45pm	Friday	\$180 Partial Day	\$215 Partial Day

Rotary, Veterans and Kiwanis Cabins (Capacity 60)

<u>Rental Time</u>	<u>Day(s) of the Week</u>	<u>Resident Rate</u>	<u>Non-Resident Rate</u>
10:00am-9:45pm	Sunday-Saturday	\$185 Full Day	\$220 Full Day
9:00am-3:00pm	Monday-Thursday	\$155 Partial Day	\$190 Partial Day
4:30pm-9:45pm	Monday-Thursday	\$135 Partial Day	\$170 Partial Day
4:30pm-9:45pm	Friday	\$160 Partial Day	\$195 Partial Day

Holiday Rates

	<u>Resident Rate</u>	<u>Non-Resident Rate</u>
Conference Ctr./Kusak Lodge	\$250 Per Day	\$285 Per Day
Rotary/Veterans/Kiwanis Cabins	\$240 Per Day	\$275 Per Day

SPLASH PAD: Open 8:00 am – 8:00 pm to the public starting Memorial Day through Labor Day, weather dependent.

SECURITY DEPOSIT: A Security Deposit of \$50 is required at the time of making the rental reservation. **The deposit will be refunded to you long as the facility is left in good condition.** Please see attached rules with receipt, additional fees may be added for cleaning and/or repairs if needed. Town of Irondequoit staff will inspect each facility at the end of the evening and report any damages and/or additional charges that will need to be addressed. If the Security Deposit is paid using a credit card, it will be returned to that credit card. If it is paid by cash, check, or money order, it will be returned as a check from the Town Comptroller's office within 30 days of rental.

REFUND POLICY: Refunds for facilities will be given only if written notification is received 20 days in advance of event. A \$35.00 processing fee will be assessed for all refund requests. There will be NO REFUND for cancellations with less than 20 days of the rental date.

RETURN CHECK FEE: A \$20 processing fee will be assessed for all checks returned to the Town for non-sufficient funds. Payable in by CASH ONLY at the Town Clerk's office at 1280 Titus Ave., Rochester NY 14617.

By signing below, I agree to follow all policies/ procedures and to the best of my knowledge have provided true and accurate information.

Signature of Applicant

Date

For Office Use Only:

Date Entered into RecTrac: _____ Total Amount: _____ Payment Type: _____

Employee Setting Up Reservation: _____