

Town of Hillsdale

For Town Committees only

Property and/or venue use questionnaire form.

Town Committees planning a public event which will include the use of property owned or managed by the Town of Hillsdale are requested to complete this form.

Please submit to Town Hall.

Thank you



TOWN OF HILLSDALE
2609 STATE ROUTE 23
P.O. BOX 305
HILLSDALE, NY 12529
518.325.5073

Please print

Name of Committee : _____

List the Town property and/or venue you would like to use _____

Date this use would start _____ and end _____

Time this use would start _____ and end _____

Committee Chair Person _____

Event Contact Name _____

Event Contact Number _____

Event Contact mailing address _____

Event Contact email address _____

Description of the event or what the property will be used for

Please attach additional pages if more space is needed

Anticipated attendance for this _____

Cost to participate and/or attend _____

Please submit your request 2 months prior to the event giving time for Town Official to review & to seek additional information if needed.

For town use, Date received _____ Name of Town Official working with the committee _____

Approved _____ or Declined _____, Reason for decline _____