

Town of Cicero Youth Bureau, Parks & Recreation
 8236 Brewerton Rd • Cicero, NY 13039-6401 • (315) 699-5233
Kiosk Rental Form

Date of Application: _____

Organization/Business Requesting Space: _____

Contact Person: _____

Email Address: _____

Address: _____

City, State, Zip: _____

Business Phone: _____

Cell Phone: _____

May we send your receipt by e-mail? Yes No

Option requested (per chart below): _____

Space Requested: (Specify according to below descriptions) _____

TOP LEFT 27" w X 20" h \$100	TOWN USE 36" w X 40" h	TOP RIGHT 27" w X 20" h \$100
BOTTOM LEFT 27" w X 20" h \$100		BOTTOM RIGHT 27" w X 20" h \$100

Payment is accepted by cash, check, credit, or money order in person or through the mail. All checks must be made payable to the Town of Cicero.

Terms of Use

1. All rentals are accepted in person or by mail with total payment on a first come, first serve basis. No telephone reservations will be accepted.
2. Business may reserve a space on a quarterly or yearly basis. There is no maximum number of times a business may re-extend their contract. Choose from the following options.

Option A: \$100/month for a three month commitment

Option B: \$75/month for a twelve month commitment

See chart below for payment breakdown:

<i>Length of commitment</i>	<i>Monthly Cost</i>	<i>Total</i>	<i>Payment deadline</i>
3 months	\$100	\$300	5 th day of first month
12 months	\$75	\$900	5 th day of the first month & sixth month (2 payments of \$450.00)

3. Business **MUST** send digital proof of advertisement to irogers@ciceronewyork.net and wait for approval before posting sign on board. Signs should be made of materials to withstand all CNY

weather conditions. Any sign that's condition deteriorates will be notified and the sign will be removed by the Town of Cicero. A new sign must be prepared, reviewed by the Department and posted per this agreement. Signs must also maintain timely information and be relevant to the Business posting the sign.

4. Printed sign will be installed by the Town. It can be dropped off to the Cicero Youth Bureau, Parks & Recreation department during business hours. It will be installed within two (2) business days.
5. Signs printed without having received prior approval or with an offensive/undesirable message will not be installed. Any signage posted without prior approval will be removed by the Town.
6. At the end of the rental period, the Town will remove the sign. If the business would like to arrange for pick up of the sign, the Town will hold it until the 15th of the next month. Arrangements for pick up can be made by calling 699-5233 during business hours.
7. Any check with insufficient funds will be assigned with a \$20 overdrawn check fee, in addition to the full payment. No reservation will be held without proper payment.
8. Cancellations and refunds will not be made unless permit holder notifies the Parks & Recreation Department in writing by mail, e-mail or fax at least 30 days before the reservation date. If less than 30 days or if space cannot be reserved by another group, \$30 is non-refundable.
9. Either party has the right to cancel agreement with 30 days written notice.

I _____, agree to release the Town of Cicero, its employees, agents and administrators from any and all claims I may have from damage arising out of my kiosk rental space owned and maintained by the Town of Cicero. I agree to defend, indemnify and hold harmless the Town of Cicero, it's employees, agents and administration from any claims by a third party arising in whole or in part out of my actions. I will in turn pursue appropriate coverage via personal or employee insurance. I acknowledge it is my responsibility that all Town rules are obeyed. I understand I will be responsible for charges due to loss or damages. I further verify that I am 21 years of age or older and assume responsibility for the actions of the above organization/business.

Signed* _____

*Signature must be same as name described above. This person is the official contract holder.
