

The Crossings of Colonie Fee Schedule For 2010

Rental Area	Hours	Colonie Resident	Not For-Profit	Non-Resident or Private Group	Special Comments
Main Meeting Room 37ft. by 58ft.	Up to 4	\$300.00	\$225.00	\$500.00	Limited to groups of 100 for meetings, 80 for weddings. Tables and chairs are available and may be arranged in different configurations to suit needs.
	Up to 8	\$600.00	\$450.00	\$800.00	
Executive Room 24ft. by 29ft.	Up to 4	\$150.00	\$150.00	\$250.00	Limited to groups of 40. Furnished with conference table for 12, sofa, love seat, two wing back chairs. Other configurations may be arranged upon request.
	Up to 8	\$250.00	\$250.00	\$450.00	
Barn Gathering Room 20ft. by 44ft.	Up to 4	\$100.00	\$100.00	\$150.00	Rented in conjunction with special events only. Must receive Department approval.
	Up to 8	\$150.00	\$150.00	\$200.00	
Barn Stall 14ft. by 17ft.	Up to 8	\$50.00	\$50.00	\$100.00	Rented in conjunction with special events only. Must receive Department approval.
Kitchen	Up to 8	\$50.00	\$75.00	\$75.00	Rented in conjunction with Main or Executive Meeting Room only.

Rental Area	Hours	Colonie Resident	Not For-Profit	Non-Resident or Private Group	Special Comments
Pavilion(s)	8	\$45.00 Mon, Tue, Wed. \$70.00 Thu, Fri, Sat, Sun.	\$50.00 Mon, Tue, Wed. \$75.00 Thu, Fri, Sat, Sun.	\$60.00 Mon, Tue, Wed. \$100.00 Thu, Fri, Sat, Sun.	Limited to groups of 48. Larger groups may be accommodated, extra fees may be assigned. No charge for Colonie School Groups Mon, Tue, Weds. Pavilions are available May 1 st . thru Oct. 31.
Park Square (Includes Overlook)	Up to 4	\$100.00	\$100.00	\$200.00	Limited to groups of 200. Larger groups may be accommodated, extra fees may be assigned.
	Up to 8	\$200.00	\$250.00	\$325.00	
Gazebo	Up to 4	\$50.00	\$60.00	\$100.00	Limited to groups of 75. Larger groups may be accommodated, extra fees may be assigned.
	Up to 8	\$75.00	\$80.00	\$150.00	
Open Meadow Area (Designate on map provided)	8	—	—	—	Fee determined based on area selected, size of group and services provided.

Special Fees				
Services	Colonie Resident	Not -For-Profit	Non-Resident or Private Group	Special Comments
Coffee	\$25.00 per 50 cup serving	\$25.00 per 50 cup serving	\$25.00 per 50 cup serving	Provided for Building Facilities only. Includes foam cups, stirrs, sugar, non-dairy creamer. All other supplies provided by permit holder.
Overtime	\$50.00 Per Hour For each Added Staff	\$50.00 Per Hour For each Added Staff	\$60.00 Per Hour For each Added Staff	Events extending beyond normal Park hours are subject to overtime charges. Number of staff necessary to be determined by the Park Manager. Overtime must be scheduled and approved in advance of event.
Trail Lights	\$75.00 Per hour	\$75.00 Per hour	\$75.00 Per hour	Events requiring trail lights to remain on beyond normal operating hours are subject to this fee.

Special Events / Large Festivals Flat Fee			
Expected Attendance	Colonie Resident	Not -For-Profit	Non-Resident or Private Group
100 – 250	\$75.00	\$100.00	\$125.00
251 – 500	\$100.00	\$150.00	\$175.00
501 - 1000	\$200.00	\$300.00	\$350.00
1001- 2000	\$300.00	\$400.00	\$450.00
Over 2000	to be determined	to be determined	to be determined

Important information, Please Read Carefully
<ul style="list-style-type: none"> • A 50% Deposit will be required. • Applicants must obtain a permit and will be required to submit proper insurance requirements. • Events with an expected attendance of 100 or more are classified as Special Events. Special fees may apply. • Final Payment must be received 30 days prior to event. • Deposits will not be refunded if event is cancelled within 15 days. • Permit applications will be reviewed to determine the need for additional services, such as Fire, Police, EMS or from the Parks and Recreation Department are required. The applicant will be notified of the estimated costs and all costs would be the responsibility of the applicant/permit holder. • Fees are not refundable for cancellations due to inclement weather. • Applicant is responsible for adhering to all rules and conditions listed on the permit.