

## ABOUT THE HISTORIC CATSKILL POINT

The Historical Catskill Point, located at the end of Main Street in the Village of Catskill, is a 3 ½ acre county-owned park at the confluence of the Catskill Creek and Hudson River.

In days gone by, the Catskill Point served as the gateway to the Catskills with the Day Liner boats transporting visitors from New York City to this site. From here, visitors could venture further via railway to the many grand hotel resorts, like the Catskill Mountain House, which have been made famous by the Hudson River School of Painters.

The Historic Catskill Point includes an open-air cobblestone plaza, a park overlooking the Hudson River and Catskill Creek, floating docks and two buildings: the Freight Master's Building and the Historic Warehouse.

The former Freight Master's Building is a brick structure converted into a maritime museum with its south bay available for small classroom style meetings. The classroom can accommodate approximately 50 people.

The Historic Warehouse is a 100 year old wooden structure with truss ceilings and a clear span covering 180 ft. x 50 ft. or 9,000 square feet. It features a loading dock and large bay doors that can be opened on both the Hudson River side and the plaza side, providing an "open air" feeling to the building. There is neither heat nor kitchen facilities available. This building can accommodate approximately 600 people.

Overall, maximum occupancy of both buildings including the outside park area is approximately 1,500 people.

# EVENT PROCEDURES

The Warehouse and/or the Freight Master's Building are available for private weddings, receptions, conferences, meal functions, shows and exhibitions, musical entertainment and theater performances. Both buildings are available for rental from the beginning of June through the end of October (weather dependent) between the hours of 8am and 12midnight.

For both private and non-for-profit functions a \$300.00 deposit must be included with your letter of intent and be received no later than 90 days prior to your event in order to consider your requested date. All dates are held on a first-come, first-served basis.

All requests for events must be written on personal or official letterhead and signed by the person/s that will be responsible for the group's activities. This written request must include:

1. Name, date and description of event.
2. Start and end time of event including set-up and dismantling dates and time. Please note that regular set-up and breakdown times are Monday-Friday from 8:30am-9:30pm and from 10am-4pm on weekends.
3. Estimated maximum number of attendees.
4. Your organization's/party's check payable to **Greene County Buildings and Grounds** in the amount of \$300.00.

There is limited parking on Main Street near the park. There are approximately 200 parking spaces available at Dutchmen's Landing Park located across the street. This is a public park owned by the Village of Catskill. It is the responsibility of the organization/party to obtain permission for parking by contacting the Village of Catskill Parks Committee at 518-943-7117 or by e-mailing [richards@thevillageofcatskill.net](mailto:richards@thevillageofcatskill.net).

**\* Please note that the Historic Catskill Point is strictly a carry-in, carry-out park and the buildings and grounds should be left the way you found them.**

**\* There shall be no modifications made to either the buildings or grounds under any circumstances. Should you require special modifications, please contact the Tourism Office.**

**\* There are no vehicles allowed on any grass surface for any reason, and large heavy vehicles may damage the plaza surface area during extreme heat conditions.**

**\*Any damages incurred will be the sole responsibility of the party holding the event.**

# FEE STRUCTURE FOR THE HISTORIC WAREHOUSE

**Private Events in the Historic Warehouse:** \$1,500.00 flat fee includes use of facilities, Point Manager and Point Manager's use of Greene County's golf cart as deemed necessary to assist for transportation purposes only. A \$300.00 refundable deposit is due at the time of request along with your completed Use of Facilities form. If it becomes necessary to cancel your event, your final check in the amount of \$1,500.00 will be refunded to you as well as your deposit in the amount of \$300.00 if no damage was sustained to either the buildings or grounds prior to your event being cancelled.

**Non-for-Profit Events in the Historic Warehouse:** Proof of non-for-profit status must be submitted and approved. There is no charge for either Saturday or Sunday from 10am-4pm as these hours are the Point Manager's regularly scheduled hours. A \$300.00 refundable deposit is required at the time of request along with your completed Use of Facilities form. For an event occurring any other time, a \$20/hour fee will be charged for use of the Point Manager and the Point Manager's use of Greene County's golf cart as deemed necessary for transportation purposes only. This fee must be paid prior to your event based on estimated hours that you deem necessary to utilize the Point Manager. If it becomes necessary to cancel your event, your \$300.00 deposit will be refunded to you if no damage was sustained to either the buildings or grounds prior to your event being cancelled.

**For Both Private & Non-for-Profit Events:** Your \$300.00 refundable deposit will be returned to you at the completion of your event once a complete walk-through is conducted by Greene County showing that no damage was sustained to either the buildings or the grounds. This includes complete removal of any and all items brought in by the organization. **Please note that all items must be removed within 72 hours after the completion of your event.** If any damage is incurred or items are left behind, Greene County will use the \$300.00 deposit for repairs and/or removal and disposal of items.

**Insurance:** Insurance and liquor liability certificates must be received no later than 30 days prior to the event, naming Greene County, 411 Main Street, Catskill, NY as additionally insured in the amount of \$1 million dollars. **Proof of Insurance is required for both private and non-for-profit events with no exceptions. All fees must be paid in full no later than 90 days prior to the event.**

Costs for additional golf carts, rental of tables, chairs, tents, sound/lighting equipment, security, parking attendants, etc... are the sole responsibility of the organization or party renting The Historic Catskill Point.

**REQUEST FOR USE OF FACILITIES  
FOR  
THE HISTORIC WAREHOUSE**

Date of Use: \_\_\_\_\_

Times of Use: \_\_\_\_\_

Organization or Person/s Requesting Use: \_\_\_\_\_

Purpose of Use: \_\_\_\_\_

Will the Person/s or Organization be Serving Alcohol? \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-mail: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Additional Requests/Comments: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*PLEASE BE SURE YOUR *DEPOSIT* IS PAYABLE TO:  
GREENE COUNTY BUILDINGS & GROUNDS BUT MAILED TO GREENE  
COUNTY TOURISM AT THE ADDRESS REFERENCED BELOW.**

**\* PLEASE RETURN COMPLETED FORM ALONG WITH YOUR PAYMENT FOR  
SERVICES PROVIDED (if applicable) PAYABLE TO GREENE COUNTY  
TOURISM AND MAIL TO:**

**Greene County Tourism  
700 Route 23B  
Leeds, NY 12451  
For questions call 518-943-3223**

**FEE STRUCTURE  
FOR  
THE FREIGHT MASTERS BUILDING  
AND/OR  
PARK USAGE**

**Private Events:** \$50.00 non-refundable flat fee includes use of either the Freight Master's Building or outside park area. \$100.00 non-refundable flat fee for use of both the Freight Master's Building and the outside park area. \$20.00 per hour for Point Manager and Point Manager's use of Greene County's golf cart as deemed necessary to assist for transportation purposes only. The Point Manager fee does not apply on Saturdays & Sundays from the hours of 10am-4pm as these are the Manager's regularly scheduled hours.

**Non-for-Profit Events:** No fee is charged for either the Freight Master's Building or outside park area on Saturdays and Sundays between the hours of 10am-4pm as these are the Manager's regularly scheduled hours. This includes the Point Manager's use of Greene County's golf cart (if available) as deemed necessary to assist for transportation purposes only. For an event occurring any other time, a \$20/ hour fee will be charged for use of the Point Manager and Point Manager's use of Greene County's golf cart as deemed necessary to assist for transportation purposes only.

**All fees must be paid in full no later than 90 days prior to the event.** Insurance and liquor liability certificates must be received no later than 30 days prior to the event, naming Greene County, 411 Main Street, Catskill, NY as additionally insured in the amount of \$1 million dollars. **Proof of Insurance is required for both private and non-for-profit events with no exceptions.**

Costs for additional golf carts, rental of tables, chairs, tents, sound/lighting equipment, security, parking attendants, etc...are the sole responsibility of the organization or party holding the event.

REQUEST FOR USE OF FACILITIES  
FOR  
THE FREIGHT MASTER'S BUILDING  
AND/OR  
PARK USAGE

Date of Use: \_\_\_\_\_

Times of Use: \_\_\_\_\_

Organization or Person/s Requesting Use: \_\_\_\_\_

\_\_\_\_\_

Purpose of Use: \_\_\_\_\_

Will the Person/s or Organization be Serving Alcohol? \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-mail: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Additional Requests/Comments: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\* Please return this form and your check for the appropriate amount made payable to Greene County Tourism and mail to:**

**Greene County Tourism  
700 Route 23B  
Leeds, NY 12451**

