



# Town of Schuyler - Herkimer County, New York

2090 State Route 5, Utica, NY 13502 • Phone: (315) 733-7458

## PERMIT APPLICATION FOR GROUP USE OF TOWN PARKS

- Groups less than 10 people do not need a permit.
- A Park Permit is required for all groups with a minimum of 10 people to a maximum of 75 people.
- Groups larger than 75 people cannot use the Parks without Special Approval of the Town Board.
- Permit does not include fees required for access to facilities in the Parks.

Name of Organization / Individual: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Business Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Town: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail Address: (PRINT CLEARLY) \_\_\_\_\_

### Park Requested:

- Wood Lane Playground       Merchants Field — Cosby Manor Road  
 Town Park Picnic Grove & Grounds — Bowie Road *(does not include Pavilion)*

### Type of Use:

- Day Use     Weekend Use     Long-Term Use *(must renew every 2 weeks / renewal subject to current availability)*

Approximate Number of People: \_\_\_\_\_ *(Maximum: 75 people without Special Approval of the Town Board)*

Date(s) Requested: \_\_\_\_\_

Nature of Activity: \_\_\_\_\_

- Portable restrooms are available at all Parks: May 1st through October 31st

**I have read and understand the Park Permit Policies (attached) and agree to abide by the rules and regulations contained in these policies.**

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

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

### For Office Use Only

- Day / Weekend Rental: \$20.00 / Day  
 Long-Term Rental: \$200.00 *(Exclusive 14-Day Rental Period— requires re-application at end of 14 day rental period)*  
 501(c)3 Non-Profit Organization Exempt Fee Status *(Must be approved by Town Board)*  
 Proof of Liability Insurance Provided       Fee Paid: \_\_\_\_\_       Check     Cash  
Application     Approved     Denied *(reason for denial: \_\_\_\_\_)*

Approved by: \_\_\_\_\_

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