



Village of Sleepy Hollow
 2019 Park Permit
Kingsland Park Gazebo

Person(s) Requesting Permit:

Type of party/event:

Contact information for person/Organization requesting permit:

Address:

Phone number:

email:

Day and Date of Event:

Start and End Times:

Number of Participants:

(Not to exceed 100 people)

Permit Fee: Sleepy Hollow Residents: \$300. Non-Residents: \$400.

Deposit: \$500 – Cash, money order or checks only ****NO REFUNDS****

Parking Rates: Sleepy Hollow Residents & Westchester County Park Pass Holders: \$5.00 per car.

All other guests: \$10.00 per car / **Buses:** \$100. Per each bus

Port-a-San: \$300 (Required for big events)

No unauthorized oversized vehicles/buses permitted in park

Application Procedures:

- Please complete all the information requested above.
- Person requesting the permit must submit a copy of a valid photo ID ie: driver's license.
- Person requesting permit ***must be a resident*** of Westchester County.
- Include 2 payments, for permit and deposit, made payable to The Village of Sleepy Hollow and mail completed application with checks and a copy of a photo ID to the above address.
- If any of the above items **are not** received with the application the request will be denied.

Terms and Conditions:

- The permit holder will be held responsible for any damages to park property incurred during the event.
- The following regulations and ordinances must be observed:
- No amplified music allowed in the parks
- All Village/County parks close at dusk
- Events are limited to the number of people indicated above
- Permit holder is responsible for ensuring the area is left in a reasonable, debris free condition with trash deposited in the proper receptacles.
- Failure to abide by any of the above terms and conditions will result in the deposit being forfeited and/or the termination of the event by the Sleepy Hollow Police Department.

I _____ agree to terms and Conditions as indicated above.

Signature

Date

Date Received:	
Fee Received:	
Deposit Received:	
ID Received:	
Approval Signature:	

Copy of approved permit sent to applicant _____

Village of Steep Hollow
2010 Park Parade
Kingston, New York 12424



Person(s) Requesting Permit:

Type of Event/Activity:

Contact Information for Person/Organization requesting permit:

Address:

City and State:

Day and Date of Event:

Start and End Times:

Number of Participants: (Not to exceed 100 people)

Application Procedures

- Please complete all the information requested above.
- Permit application fee of \$50.00 (cash or check only) - THE KINGSTON
- Payment of \$100.00 per hour (range \$100.00 per hour)
- For a permit \$200.00 (per hour) - THE KINGSTON
- The permit holder will be held responsible for any damage to park property incurred during the event.
- The following regulations must be observed:
 - No amplified sound allowed in the park.
 - All Village property must be returned.
 - Events are limited to the number of permits indicated above.
 - Permit holder is responsible for obtaining all necessary permits from other agencies which may be required in the project.
 - The permit holder is responsible for obtaining all necessary permits from other agencies which may be required in the project.

Permit Number	Permit Holder	Event Name	Event Date