



Village of Sleepy Hollow
 2019 Park Permit
 Kingsland Pavilion

Person Requesting Permit:

Organization (if applicable):

Type of party/event:

Contact information for person requesting permit:

Address:

Phone number:

email:

Day and Date of Event:

Start and End Times:

Number of Participants: (not to exceed 100 persons)

***Permit Fee: \$300 Sleepy Hollow Resident payable by cash, money order or check
 \$400 *Non-Residents "NO REFUNDS"**

Deposit: \$500 –money order or check

Parking fees not included: \$5 SH Resident & Westchester County Park Pass: All others \$10 a car
 No unauthorized buses allowed...buses \$100 Porto-Potty \$300 for any large events

Application Procedures:

- Please complete all the information requested above.
- Person requesting the permit must submit a copy of a valid photo ID ex: 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