



Town of Schuylers - 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: _____