

APPLICATION FOR SPECIAL EVENT PERMIT AT SCENIC HUDSON PARK OR PROPERTY (Please Print Clearly)

Name of proposed event: _____ Scenic Hudson park or property: _____

Name of group hosting event: _____ Web site: _____

Date of event: _____ Time of event: Start time: _____ End time: _____

Rain date (if applicable): _____ Set up time: _____ Clean-up/departure time: _____

Mailing address: _____

Authorized representatives/titles: _____

Applicant information:

Name: _____ Day phone: _____ Eve phone: _____ Email _____

Name: _____ Day phone: _____ Eve phone: _____ Email _____

Cell phone on day of event: Name: _____ Cell phone: _____

Is this a fund-raising event? _____ If yes, for what purpose? _____

Is there a fee per person/vehicle for event? _____ If yes, how much? _____

Number of people expected: _____ Number of vehicles expected: _____ Person responsible for parking cars: _____

Are you serving food/refreshments? _____ If so, what is being served? _____

Is this event being advertised? _____ If yes, how? _____

List all equipment and number of each to be used for the event, including vehicles, motorized equipment, sound equipment, power source, toilets, tables, chairs, trash containers, etc.: _____

Please describe in as much detail as possible the special activity or event. Include public safety measures to be taken. Describe if other groups will be involved and what their roles will be. Use additional sheets, if necessary. _____

PLEASE INCLUDE A ROUGH SKETCH OF THE PROPERTY INDICATING THE LOCATIONS OF YOUR PROPOSED ACTIVITIES. PLEASE BE AS SPECIFIC AS POSSIBLE, INDICATING TRAIL NAMES AND PROMINENT FEATURES WHEN POSSIBLE.

Mail or fax completed application to:

Scenic Hudson, C/O Park Events Coordinator, One Civic Center Plaza; Suite 200, Poughkeepsie, NY 12601
Fax: (845) 473 – 2648