# How To Purchase a 2023 Dashboard Permit via New York State Parks Reserve America Website

While using a computer	Page 2	1
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### WHILE USING A COMPUTER:

1. Go to <u>https://newyorkstateparks.reserveamerica.com/</u> Click "Sign in or Sign Up" prior to clicking on the PERMITS tab.



2. Sign in, if you are an Existing Customer and have a Reserve America account, enter in your email and password

Sign up, if you do not have an existing account, click "Create an Account"

NEW YORK STATE OF OPPORTUNITY. STATE OF OPPORTUNITY. Preserv	Recreation Department of storic Environmental vation Conservation		Sign In or	Sign Up
FIND YOUR SITE GIFT CARDS PERM	ITS MY RESERVATIONS & ACCOUNT	REWARDS	CAMPING THIS WEEKEND	FEES AND POLICIES
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Email Enter your user name Password				
Forgot Password				
Sign In				

3. Once you have logged in or created a new account, click on the "PERMITS" tab to view the various 2023 Long Island State Park Dashboard Permits available for purchase online.



#### <u>PLEASE NOTE</u>:

- Dashboard Permits are available for purchase through 11:59 PM EST on March 31, 2023.
- Annual Caumsett Fishing Permits are available for purchase beginning at 9:00 AM EST on Wednesday, January 4, 2023 and are limited to the first 500 applicants only.



4. When you find the permit you want to purchase, click the green "add to your cart" button. Product Catalogue (Valid for Long Island State Parks ONLY)



5. Next, type in the required personal information and vehicle details. Once all areas are complete, click "add to cart".

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6. Review the details to make sure you are purchasing the correct permit, then click "checkout shopping cart"

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7. Next, enter your credit card information.

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This payment will appear on your statement as: NYS PARK RESERVATIONS Albany NY 800-777-9644 Please Read Rules and Restrictions							
New York State Policies and Rules Fees & Cancellation Policies Payment Method Online reservations can be made using American Express, MasterCard, Discover or Visa credit cards.							



8. Then, scroll to the bottom of the page and read the "Dashboard Permit" section of the acknowledgement, click "Yes, I have read and accept the above acknowledgement", then click the green "Complete this Purchase" button.

<ul> <li>DASHBOARD PERMITS - DO NOT LAMINATE</li> <li>Valid only at Long Island State Park locations and timeframes specified on dashboard permit. All sales are final and non-refundable. Replacements will not be issued for lost/revoked permits. ALL PERMITS WILL BE MAILED ONCE PROCESSED.</li> <li>4-Wheel Drive Surfing: By purchasing this permit, I affirm that I am 18 years of age or older.</li> <li>Regional SCUBA Diving: A Long Island State Park representative will contact applicant via email to obtain a copy of valid Diver Certification Card (C-card) before issuing permit.</li> <li>Annual Caumsett Fishing Permit: If you are an Out of State resident, you will be contacted by a State Park Representative to pay the \$35.00 difference after your purchase has been reviewed and confirmed. Total cost for an Out of State Resident permit is \$75.00.</li> <li>I agree to read and sign my permit(s) once received, and to comply with all conditions listed on the back of my permit, park regulations, policies, and guidelines.</li> <li>Day Use Passes at Sam's Point</li> <li>All day use pass reservations at the Sam's Point Area of Minnewaska State Park Preserve are nonrefundable. To make changes to your reservation you must call 1-800-456-2267 at least 1 day prior to your scheduled arrival, refunds will not be issued but changes to a reservation can be made. All reservation requirements remain in effect.</li> </ul>
Acknowledgement I acknowledge and have verified that the reservations I am making are correct. I have read and understood all the warnings, information, policies, and general rules that are relevant to the reservations I am making. I am responsible for any misunderstanding or mistakes that are made including, but not limited to, incorrect s, dates and unintentional reservations. I agree to pay all associated fees and penalties. Yes, I have read and accept the above acknowledgement.
Complete this Purchase

9. You will see the below screen once your purchase has successfully been completed. You will also receive an email confirmation for your purchase; if you do not receive the confirmation email within 15 mins, please check your Junk folder.

View My Current Reservations

### All Completed!

Thank you for making a reservation

#3-2080774 Confirmed	2023 Long Island 4-Wheel Drive Fishing Dashboard Permit OPRHP	Quantity: 1 NYS Residency: Resident	Amount:	\$80.00
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10. <u>Please note your physical Dashboard Permit will be mailed to the mailing address you provided</u>. Please allow 10 – 14 business days for your permit to arrive via USPS. Please be advised, we are not responsible for any delays experienced with USPS.

For more detailed information on Long Island State Park Dashboard Permits, please <u>CLICK HERE.</u>

## WHILE USING A MOBILE DEVICE:

### 1. Go to <u>https://newyorkstateparks.reserveamerica.com/</u> Click the 3 black lines on the left, next to the Parks logo.

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### 2. Click "Sign in or Sign up"



Then, if you are an Existing Customer and have a Reserve America account, enter in your email and password

or

Sign up, if you do not have an existing account, click "Create an Account"

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3. Once you have logged in or created a new account, click on the 3 lines on the left.



Then, click on "PERMITS" to view the various 2023 Long Island State Park Dashboard Permits available for purchase online.



#### PLEASE NOTE:

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Annual Caumsett Fishing Permits are available for purchase beginning at 9:00 AM EST on Wednesday, January 4, 2023 and are limited to the first 500 applicants only. 4. When you find the permit you want to purchase, click the green "add to your cart" button.



5. Next, type in the required personal information and vehicle details. Once all areas are complete, click "add to cart". 2023

Driver's License Expiration Date *
Mailing Street Address *
Mailing Address City *
Mailing Address State *
Mailing Address Zip Code *
NYS DEC Recreational Marine Fishing ID # *
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TACT
Add to Cart

6. Review the details to make sure you are purchasing the correct permit, then click "checkout shopping cart"

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7. Next, enter your credit card information.

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8. Then, scroll to the bottom of the page and read the "Dashboard Permit" section of the 'Please Read Rules and Restrictions', click "Yes, I have read and accept the above acknowledgement", then click the green "Complete this Purchase" button.

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10. <u>Please note your physical Dashboard Permit will be mailed to the mailing address you provided</u>. Please allow 10 – 14 business days for your permit to arrive via USPS. Please be advised, we are not responsible for any delays experienced with USPS.

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