Palisades Interstate Park Commission
Bear Mountain, NY 10911-0427
Tel: 845-786-2701 Ext. 244
Fax: 845-947-3654

PALISADES INTERSTATE PARKS

2015 BUS PERMIT PACKET
CONDITIONS and REQUIREMENTS

Any group planning to travel to our parks with buses must obtain bus permits well in advance of their outing. Groups are required to comply with the rules and regulations of the New York State Office of Parks, Recreation and Historic Preservation and the Palisades Interstate Park Commission.

1. All applications are processed on a first come, first served basis. Each bus permit entitles the group to one day of recreation at the site stated on the permit and permission to travel on the Palisades Parkway. Additional fees may apply for some activities. Please inquire with us or see enclosed information.

2. All mailed requests must be postmarked at least ten (10) business days, prior to the date of the outing and include the following:

- **a.** Completed Application
- **b.** A stamped, self-addressed, letter sized envelope
- **c.** A copy of your IRS 501(c)(3) certification (if required)
- **d.** A certified check, company check, or money order made payable to PIPC
- **e.** Separate payment for separate outings.

Applications that are not complete or not written clearly will be returned.

3. Bus permits are valid only for the number of buses, date(s) and Park(s) specified on the permit. Bus groups that arrive at the park without permits will be charged the on-site fee, if space is available, regardless of the group's not-for-profit status. If space is not available, the group will not be permitted to enter. If space is available at one of the nearby parks, the group will be sent there.

Please Note:

- We cannot accept personal checks or purchase orders
- A phone call is not a confirmation

BUS FEES

IRS 501(c)(3) Group (copy of IRS 501(c)(3) certification required) Examples: Churches, Schools, Government Offices, etc., Note: *A NYS sales tax exemption certificate does not qualify your group for this rate.*	$60.00 per bus
NON-501(c)(3) GROUP Examples: Tours, Family outings, Businesses, etc.,	$100.00 per bus
ON-SITE FEE (Regardless of the group's non-profit status.)	$100.00 per bus

4. In the event of inclement weather, such as rain, the group may call on or before the original date to reschedule. A request to reschedule will be granted only if space is still available on the new date you are considering. *There are no refunds due to the weather*.

5. Refunds will be issued only if advance notice of cancellation is received, in writing, seven (7) business days before the outing date. Bus groups that do not arrive at the park on the date reserved are not entitled to a refund.

6. A validated bus permit must be displayed on the right front window of each bus. The permit must be made available to officials and employees upon entry of the park.

7. All buses must leave the park by 6:00 p.m.

8. Buses are not allowed to travel on Perkins Memorial Drive in Bear Mountain State Park.

9. The discharge or pick up of passengers along roads, at park entrances, or in any area other than that designated by a park employee is strictly prohibited.

10. Lake Tiorati in Harriman State Park no longer accepts buses.

11. Groups must be supervised by competent adult supervisors with at least one (1) supervisor to every ten (10) children. *Supervisors must be at least 18 years of age and the person in charge must be at least 21 years of age*. Park personnel have the right to request proof of age for any supervisor. In addition to providing adult supervision*, camps must provide one (1)-certified lifeguard for every 25 children*. Children must be under close supervision, observation and control at all times. Appropriate male and female supervisors must supervise minors using the bathhouse and comfort stations.

12. Any camps/groups paying with a check at the pool, must have the check made out for the exact amount. If amount is made out for too much, there will be no cash refund given back. However your group will receive the difference in wristbands.

13. All facilities within the park are available on first come, first served basis.

14. The bringing of alcoholic beverages into the park or areas under the jurisdiction of the Palisades Interstate Park Commission is strictly prohibited.

15. No items are to be sold, nor is catering allowed without written permission from Bear Mountain's concessionaire. They can be reached at (845) 786-2731.

16. Bear Mountain State Park does not have barbecue grills. You may bring your own.

17. No tents or covers are allowed. Attaching rope, banners, hammocks, nets or other artificial objects to trees or rocks is prohibited.

18. Areas used by a group must be left in the condition equal to that existing upon arrival. Groups will be held responsible for all clean up.

Please direct all correspondence about bus permits to:

New York State Parks and Recreation
Palisades Interstate Park Commission
C/O Bus Permits
3006 Seven Lakes Drive
PO Box 427
Bear Mountain, NY 10911-0427
Telephone (845) 786-2701 ext. 244 Fax (845) 947-3654

PERMIT # _____

TICKET # _____

PALISADES INTERSTATE PARK COMMISSION
2015 BUS PERMIT APPLICATION

PLEASE TYPE OR PRINT and FILL OUT COMPLETELY (may be rejected if not complete)**
A SEPARATE APPLICATION IS REQUIRED FOR EACH LOCATION AND EACH DATE. THIS MAY BE DUPLICATED.

==========LOCATION OF OUTING==========

☐ Bear Mountain

☐ Lake Welch

☐ Tallman Mountain (Pool Closed)

DATE OF OUTING _____ (only one date per application)

Arriving @ _____ AM/PM (no earlier than 9 AM) Leaving @ _____ AM/PM (no later than 6 PM)

# of Buses _____ # of Adults (min. age of 18) _____ # of Children _____

Name of Bus Company _____ Phone # (_____) _____

NAME OF ORGANIZATION _____

Mailing Address _____

City _____ State _____ Zip _____

Organization Phone # (_____) _____ ext. _____

PERSON-IN-CHARGE _____ Phone # (_____) _____

Work # (_____) _____ ext. _____ Fax # (_____) _____

I certify that I have read, understand and will comply with the enclosed information, conditions and requirements. Park rules and regulations prohibit the bringing of alcoholic beverages into state parks.

Authorized Signature _____ Date _____

NOTE: Buses must travel in the right hand lane of the Palisades Interstate Parkway. The Permit must be displayed on the right side of the windshield. The bus ticket must remain attached to the permit until the bus leaves all state lands. Park rules and regulations prohibit the bringing of alcoholic beverages into state parks.

Mail completed application, required information and fees to:

NYS OPRHP/P.I.P.C
C/O Bus Permits
3006 Seven Lakes Drive
PO Box 427
Bear Mountain, NY 10911-0427

OFFICE USE ONLY:

Date Rec'd _____ On Calendar _____ Amt Rec'd _____

Ck # _____ MO # _____ CC _____ Cash _____

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Credit Card Payment Form

Please check one:

☐ Bus Permit
☐ Empire Passport

Name of Organization: _____

Cardholder's Name (as it appears on card): _____
*Must be the same as applicant.

Billing Address: _____
*As it appears on credit card

_____

_____

Daytime Telephone Number: (____) _____ ext. _____

Choice of Card

Mastercard __ __ __ __ - __ __ __ __ - __ __ __ __ - __ __ __ __

Visa __ __ __ __ - __ __ __ __ - __ __ __ __ - __ __ __ __

Discover __ __ __ __ - __ __ __ __ - __ __ __ __ - __ __ __ __

American Express __ __ __ __ - __ __ __ __ __ __ - __ __ __ __ __

Credit Card Expiration Date: _____
CVC Code: _____

Amount to be paid $_____

Cardholder's Signature

_____Date_____

Please return this completed form along with the application

OFFICE USE ONLY:

PERMIT # _____ TICKET # _____