



## **2016 Harriman State Park 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. Bus Groups are only permitted at Welch Beach and Anthony Wayne Recreation Area.
2. All applications are processed on a first come, first serve 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 Interstate Parkway.
3. All mailed requests must be postmarked at least fourteen (14) business days, prior to the date of the outing and include the following:
  - a. Completed Application
  - b. A copy of your IRS 501(c)(3) letter (if required)
  - c. A check, money order (made payable to **NYSOPRHP**) or credit card payment form
  - d. Separate payment for separate outings
4. Bus permits are valid only for the number of buses, date (s) and Parks (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:

- A phone call is not a confirmation
- Groups receipt of the Bus Permit(s) is the official confirmation

5. 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.***
6. 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.
7. 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.
8. All buses are allowed in Lake Welch from 8:00am- 6:00pm Monday- Friday (excluding holidays) and from 7:00am-7:00pm Saturday and Sunday. All buses are allowed in Anthony Wayne Recreation Area from dawn until dusk seven (7) days a week.
9. The discharge or pick up of passengers along roads, 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 supervision with at least one (1) supervisor to every ten (10) children. *Supervisors must be 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 bath house and comfort stations.
12. All facilities within the park are available on a first come, first served basis.
13. The bringing of alcohol beverages into the park or areas under the jurisdiction of the Palisades Interstate Park Commission is strictly prohibited. Coolers may be subject to checks for alcohol.
14. No items are to be sold, nor is catering allowed.
15. No tents are allowed. Attaching rope, banners, hammocks, nets or other artificial objects to trees or rocks are prohibited.
16. 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.
17. Buses arriving at Lake Welch from Memorial Day weekend until Labor Day will stop at the booth and show permit to cashier. Your group **MUST** check in at the office before unloading.
18. Any groups wishing to hold a baptism at Lake Welch should fill out an application during check in, on the day of the outing. Baptisms will only be held between 10 AM and 12 PM. No baptisms will be performed on Holidays. Please note that baptisms are not guaranteed and may

be denied due to weather, staffing issues, beach emergencies, etc. It is up to the Park Manager and head lifeguard to determine if a baptism can be held.

**Bus Fees**

- **Charitable Organization** (copy of IRS 501(c)(3) letter required).....\$60.00 per
  - Examples: Churches, Schools, Government Offices, etc.,  
Note: A NYS sales tax exemption certificate does not qualify your group for this rate.
  
- **Non-Charitable Organization**.....\$100.00 per
  - Examples: Tours, Family outings, Businesses, etc.,
  
- **ON-SITE FEE**.....\$100.00 per
  - Regardless of the group's non-profit status
  - This is for any groups arriving to the park, on the day of the outing, without having purchased a bus permit ahead of time.

Please direct all correspondence about bus permits to:

**Lake Welch Beach  
C/O Bus Permits  
P.O. Box 427  
Bear Mountain, NY 10911-0427  
Telephone: (845) 947-2444  
Fax: (845) 947-3103**



PERMIT # \_\_\_\_\_

**PALISADES INTERSTATE PARK COMMISSION  
BUS PERMIT APPLICATION**

**\*\*PLEASE TYPE OR PRINT and FILL OUT COMPLETELY (incomplete applications may be cause for rejection)\*\*  
A SEPARATE APPLICATION IS REQUIRED FOR EACH LOCATION AND EACH DATE. THIS MAY BE DUPLICATED.**

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

\_\_\_\_\_ **Lake Welch**

\_\_\_\_\_ **Anthony Wayne (no swimming)**

DATE OF OUTING \_\_\_\_\_

Arriving @ \_\_\_\_\_ AM/PM

Leaving @ \_\_\_\_\_ AM/PM

# OF BUSES \_\_\_\_\_ # Of Adults (minimum age of 18) \_\_\_\_\_ # of Children \_\_\_\_\_

Name of Bus Company \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

NAME OF ORGANIZATION \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Organization Phone # (\_\_\_\_) \_\_\_\_\_

PERSON-IN-CHARGE \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

FAX NUMBER (\_\_\_\_) \_\_\_\_\_

I certify that I have read, understand, and will comply with the enclosed information, conditions, and requirements.

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:

**Lake Welch Beach  
C/O Bus Permits  
PO Box 427  
Bear Mountain, NY 10911**

Date Rec'd \_\_\_\_\_

Harriman State Park  
PO Box 427  
Bear Mountain, NY 10911-0427  
Tel: 845-947-2444 (Lake Welch)  
Tel: 845-429-8257 (Lake Tiorati)



**Parks, Recreation  
and Historic Preservation**

## Credit Card Payment Form

Please check one:

Bus Permit

Tiorati Pioneer Camping

Metal Detecting Permit

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Name of Organization (if applicable): \_\_\_\_\_

Cardholder's Name (as it appears on card): \_\_\_\_\_

-Must be the same as applicant

Billing Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Daytime Telephone Number: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ ext. \_\_\_\_\_

### Choice of Card

Master Card \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Visa \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Discover \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

American Express \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Credit Card Expiration Date: \_\_\_\_\_

CVC Code: \_\_\_\_\_

**Amount to be paid: \$** \_\_\_\_\_

Cardholder's Signature

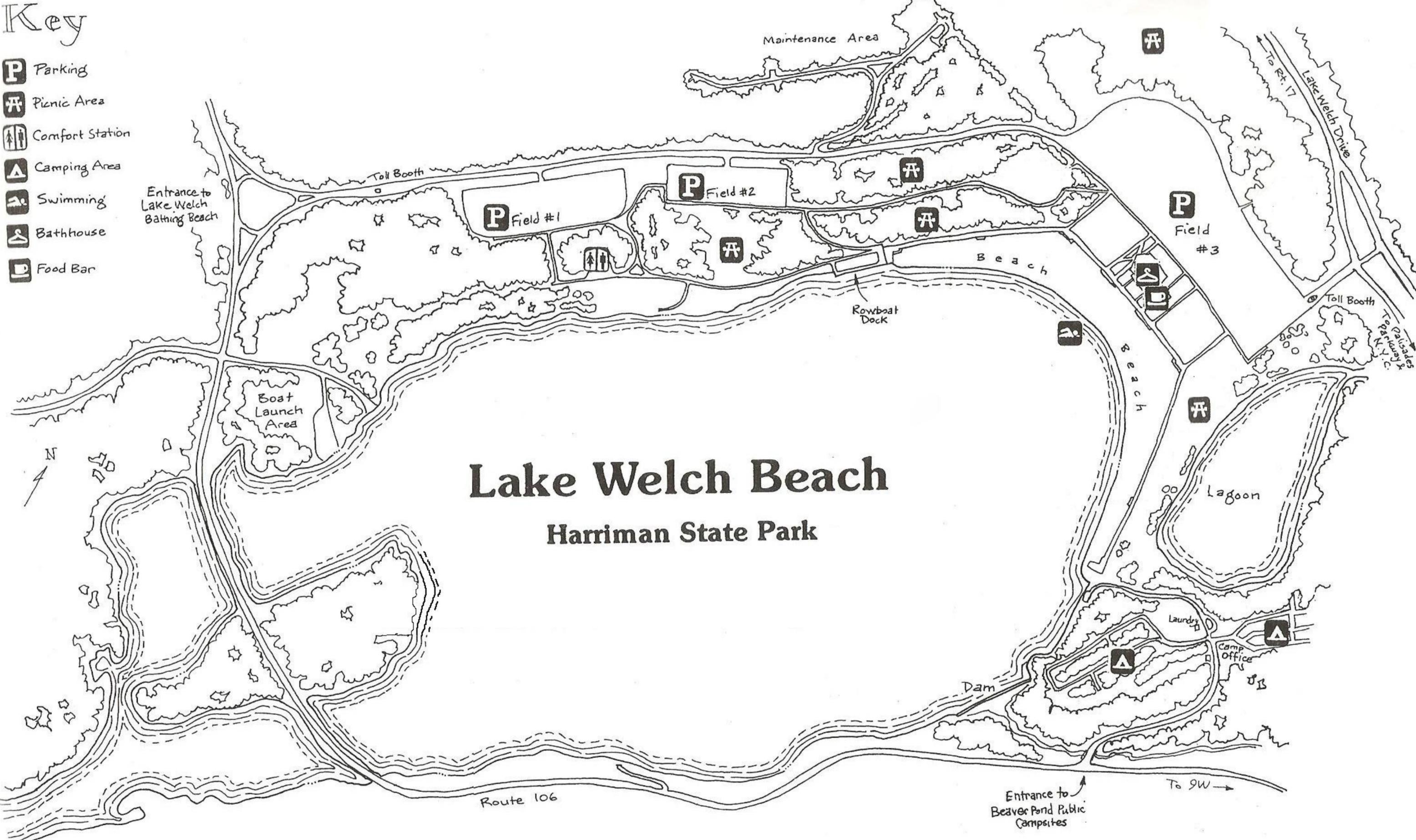
\_\_\_\_\_

Date \_\_\_\_\_

*Please return this completed form along with the application*

# Key

- Parking
- Picnic Area
- Comfort Station
- Camping Area
- Swimming
- Bathhouse
- Food Bar



## Lake Welch Beach Harriman State Park

# Anthony Wayne Recreation Area

