



Parks, Recreation and Historic Preservation

ANDREW M. CUOMO
Governor

ERIK KULLESEID
Commissioner

Alane Ball Chinian
Regional Director

Are you planning on having any organizations provide service(s) at your event? Yes or No?

➤ Enter Company Name(s) here.

***All contracted services will **require a certificate of insurance from each organization.**

The insurance must follow the guidelines on the 'Required Insurance Coverage' page to be allowed to perform business on the property.

*****We will need these certificates from you when you send the permit and payment in to us.**

- ***Please write down anything else that you would like to have for your event, that has not been covered:***

Please fill this out to the best of your ability and email to lisa.polay@parks.ny.gov.

Once your reservation has been approved, you will have five days to send 50% deposit.