



2023 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. What is a bus? A vehicle having a seating capacity of more than 15 adults in addition to the driver (NYS Vehicle & Traffic Law)
2. **As of 2019, Baptisms are no longer be permitted.**
3. 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.
4. Applications can only be accepted by email (lakewelchsp@parks.ny.gov) or by fax (845-947-3103) and there are three options for payment. You can pay with the credit card payment form, a credit card over the phone or by check/money order. Checks/ money orders must be received within at least seven (7) days after your application has been accepted. Please make checks out to **NYSOPRHP**. When submitting, your application be sure to include the following:
 - a) Completed application
 - b) Separate applications for separate outings
 - c) Copy of IRS 501(c)(3) letter (if required)
5. For credit card payment over the phone we will call applicants once we receive all necessary paperwork and there is no credit card payment form submitted.
6. 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.

18. Tents are allowed; however, they can not be enclosed. Windows and doors on all sides must remain open. Attaching rope, banners, hammocks, nets or other artificial objects to trees or rocks are prohibited.
19. 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.
20. Buses arriving at Lake Welch from Memorial Day weekend until Labor Day will stop at the booth and show permit to cashier. A Park Ranger will meet you and escort you to the unloading area and/or parking space. Summer Camps may be asked to check in at the office for other required paperwork at that time.

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**.....**\$150.00** 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
Email: lakewelchsp@parks.ny.gov
Telephone: (845) 947-2444
Fax: (845) 947-3103



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 _____ Name of Organization _____

" _____ Summer Camp -> # of Adults (minimum age of 18) _____ # of Children _____

Baptisms are no longer permitted at Lake Welch.

Arriving @ _____ AM/PM Leaving @ _____ AM/PM

Person-in-Charge _____ Phone # (____) _____

Mailing Address _____

City _____ State _____ ZIP _____

Organization Phone # (____) _____ Email Address _____

AMOUNT TO PAY

For Charitable Organizations: (501(c)(3) letter from IRS required. A NYS sales tax exemptions certificate does not qualify you for this rate):

of Buses* _____ X \$60.00 = \$ _____

For Non-Charitable Organizations:

of Buses* _____ X \$100.00 = \$ _____

* Bus: A vehicle having a seating capacity of more than 15 adults in addition to the driver (NYS Vehicle & Traffic Law).

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.

Email or Fax completed application and required information: lakewelchsp@parks.ny.gov Fax: (845) 947-3103



For Office Use:

Date Rec' _____ Amount Rec' _____ Payment Type _____ Initials _____

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

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

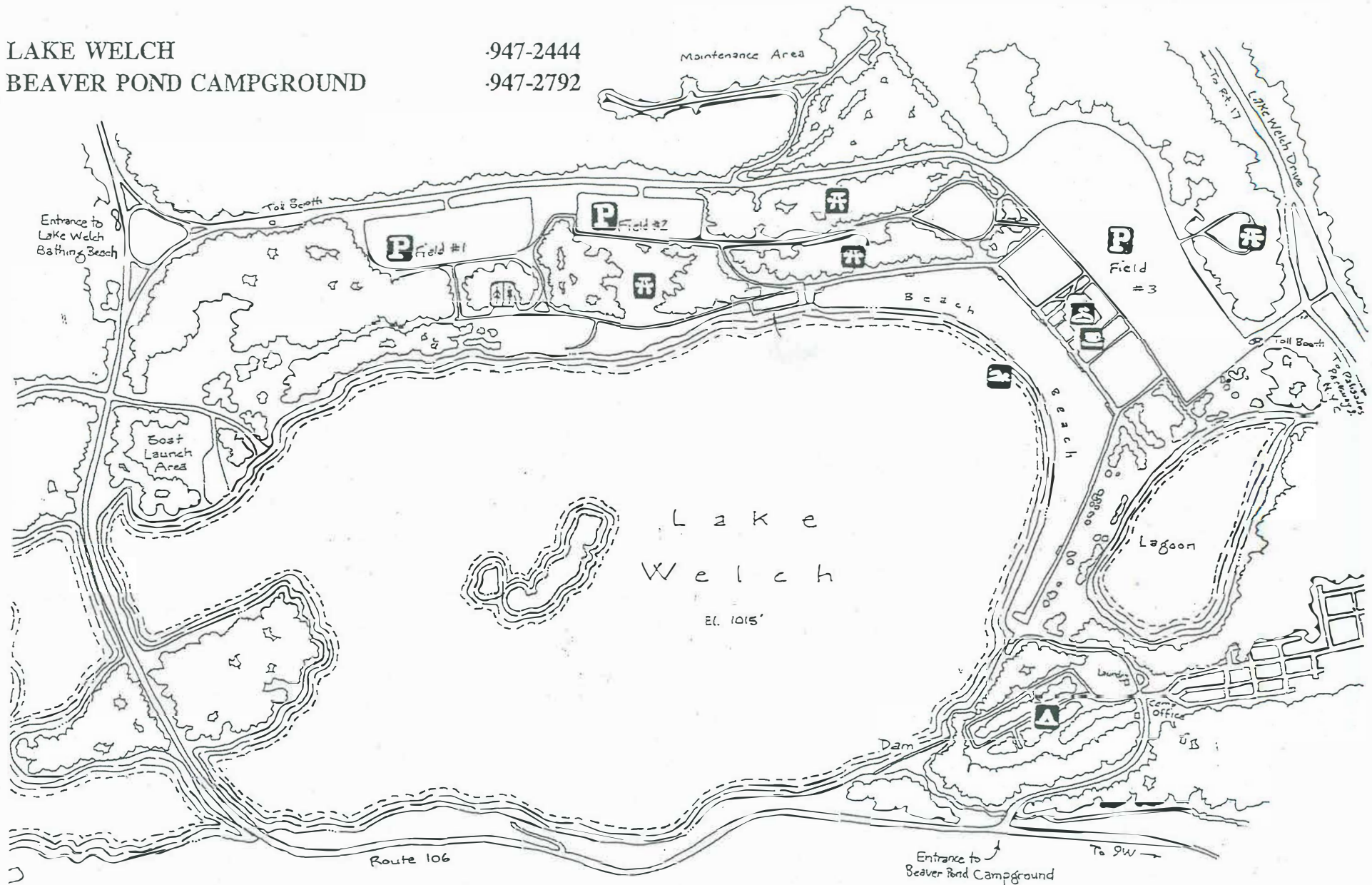
Date _____

Please return this completed form along with the application

LAKE WELCH
BEAVER POND CAMPGROUND

.947-2444

.947-2792



Key

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