



**Parks, Recreation  
and Historic Preservation**

**Picnic Shelter Application**

Group name: \_\_\_\_\_ Contact person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Shelter reservation season is May 1<sup>st</sup> – September 30th. Shelter applications for the upcoming reservation season may be submitted by mail or in person. To receive a reservation confirmation, you must send a legal sized, self-addressed stamped envelope.

The fee is for reserving the shelter and applicable permits only. **Vehicle use fees are payable upon arrival. Cars are \$7.00 on days the beach is open, \$6.00 if the beach is closed.**

Permit is valid only for the original date booked NO RAIN DATES

Areas outside the shelter are available to all park visitors.

Shelter Request:

Shelter # 1 (Seats 70) - \$50.00/day

Shelter # 2 (Seats 140) - \$80.00/day

Date Requested: \_\_\_\_\_

Additional permits requested:

Alcoholic Beverage Permit - \$25.00

Caterer Permit - \$25.00

Music Permit - \$25.00

Party Tent - \$25.00

A shelter is not considered reserved until payment is received and you will be given fourteen days from receipt of your application to pay in full. **No reservations will be accepted prior to the first business day in January for shelters in the next year.**

Darien Lakes State Park  
10475 Harlow Rd  
Darien Center NY 14040  
Office 585-547-9242



### Conditions of Permit

1. Darien Lakes State Park is a **“CARRY – IN, CARRY – OUT”** Park. This means that everything you bring into the park (CARRY - IN) you are required to take out with you (CARRY – OUT). This includes all trash and garbage. To increase people’s awareness of the growing problem of solid waste disposal and to help reduce our operating cost, shelter and parking areas must be cleaned prior to your group’s departure or at the request of a park representative. Advise your entire group in advance.
2. This permit is granted subject to all rules and regulations of the Office of Parks, Recreation and Historic Preservation (OPRHP), Genesee Region and all special conditions enumerated in the permit. The Rules and Regulations are posted in all park restrooms for your reference. Your Permit must be shown to any Park Official upon request.
3. OPRHP is not responsible for providing any utility or service except that which is already available and can be provided without detriment to the Park’s operation.
4. It is understood that no alterations are to be made at the site (e.g. cutting trees, erection of signs, banners, tents, flags, recreational equipment etc.). If you move tables you are responsible for putting them back. The Permittee shall be responsible for any damages to Park property or facilities resulting from the Permittee’s activities. Permittee shall promptly report any and all unusual incidents directly to the Park Manager or Park Police. Unusual incidents include, but are not limited to, damage to Park property, accidents, personal injuries, and emergencies involving medical personnel.
5. Responsible party/contact person must be present for the duration of the event.
6. **All vehicles must pay the vehicle use fee (\$7.00 when the beach is open, \$6.00 when the beach is closed).** Be sure to notify your guests,

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caterers and delivery vehicles of the fee. Vehicles are not permitted to drive or park on the grass or service roads.

7. Caterers may serve or deliver food but cannot sell or advertise
8. Alcoholic beverages are allowed without a permit in all campgrounds, cabin sites, group camps, and picnic areas in all state parks in the Genesee Region, except that a permit is required for any group of 25 or more persons.
9. Amplified Sound equipment is allowed by permit only.
10. Rented air inflatable devices (bounce houses etc.) are allowed only with the Park Managers approval. Please contact the park on this issue as there are several requirements that need to be met before such a permit is issued.
11. The use of generators is prohibited without prior approval.
12. Pets and smoking are not allowed in shelters or park buildings.
13. The Permittee agrees to indemnify, defend and save harmless the State of New York Office of Parks, Recreation and Historic Preservation and all of its officers, agents and employees from all suits arising from the operation of this permit or as a result of the consequences of any act, omission, neglect or misconduct on the part of any associated with the Permittee on this project.
14. It is understood that this permit is not transferable and may be revoked at any time at the discretion of an authorized representative of the State of New York OPRHP.
15. For cancellations received more than 30 days prior to the reserved date, a full refund will be issued less the processing fee. For cancellations received more than 10 days but less than 30 days prior to the reserved date, a 50% refund will be issued. If you change your reservation to a later date then cancel, a 50% refund will be processed. No refunds for any cancellations less than 10 days prior to the reserved date. A \$9.00 processing fee applies to ALL cancellation refunds. Refunds are

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processed through the State Comptroller's Office and require 60 – 90 days. All cancellations MUST be in writing and ALL original paperwork must be returned for any refund.

Payment enclosed: \$ \_\_\_\_\_

[ ] Check: Number \_\_\_\_\_ \*make checks payable to "NYS PARKS"

[ ] Cash

I hereby apply for a shelter permit for the group I represent. I have read all the terms and conditions contained here and agree to comply with them. I agree to remove all trash and litter in accordance with the parks CARRY-IN, CARRY-OUT program. I understand this permit may be revoked if any terms or conditions are violated.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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> THIS SECTION TO BE COMPLETED BY PARK PERSONNEL <

This application is hereby approved as follows:

Reservation Date: \_\_\_\_\_ From: 9 am - 9:30 pm Shelter: 1 2

Permits Issued: Alcoholic Beverage Music Tent Caterer

Amount Paid: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_ Payment by: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Park Representative

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