

**APPLICATION FOR SPECIAL EVENT PERMIT AT SCENIC HUDSON PARK OR PROPERTY (Please Print Clearly)**

Name of proposed event: \_\_\_\_\_ Scenic Hudson park or property: \_\_\_\_\_

Name of group hosting event: \_\_\_\_\_ Web site: \_\_\_\_\_

Date of event: \_\_\_\_\_ Time of event: Start time: \_\_\_\_\_ End time: \_\_\_\_\_

Rain date (if applicable): \_\_\_\_\_ Set up time: \_\_\_\_\_ Clean-up/departure time: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Authorized representatives/titles: \_\_\_\_\_

**Applicant information:**

Name: \_\_\_\_\_ Day phone: \_\_\_\_\_ Eve phone: \_\_\_\_\_ Email \_\_\_\_\_

Name: \_\_\_\_\_ Day phone: \_\_\_\_\_ Eve phone: \_\_\_\_\_ Email \_\_\_\_\_

Cell phone on day of event: Name: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Is this a fund-raising event? \_\_\_\_\_ If yes, for what purpose? \_\_\_\_\_

Is there a fee per person/vehicle for event? \_\_\_\_\_ If yes, how much? \_\_\_\_\_

Number of people expected: \_\_\_\_\_ Number of vehicles expected: \_\_\_\_\_ Person responsible for parking cars: \_\_\_\_\_

Are you serving food/refreshments? \_\_\_\_\_ If so, what is being served? \_\_\_\_\_

Is this event being advertised? \_\_\_\_\_ If yes, how? \_\_\_\_\_

List all equipment and number of each to be used for the event, including vehicles, motorized equipment, sound equipment, power source, toilets, tables, chairs, trash containers, etc.: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please describe in as much detail as possible the special activity or event. Include public safety measures to be taken. Describe if other groups will be involved and what their roles will be. Use additional sheets, if necessary.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PLEASE INCLUDE A ROUGH SKETCH OF THE PROPERTY INDICATING THE LOCATIONS OF YOUR PROPOSED ACTIVITIES.  
PLEASE BE AS SPECIFIC AS POSSIBLE, INDICATING TRAIL NAMES AND PROMINENT FEATURES WHEN POSSIBLE.**

**Mail or fax completed application to:**

Scenic Hudson, C/O Park Events Coordinator, One Civic Center Plaza, Suite 200, Poughkeepsie, NY 12601 Fax: (845)

473 - 2648