

Joseph G. Pinto
Commissioner



Greg Skupinsky
Deputy Commissioner

Frank Gatto
Deputy Commissioner

**Town of Oyster Bay
Department of Parks**

977 Hicksville Road
Massapequa, New York 11758
(516) 797-4128 Fax: (516) 797-4125
www.oysterbaytown.com

FIELD/FACILITY USE PERMIT APPLICATION

REQUESTING ORGANIZATION _____

APPLICANT'S NAME: _____ TOB RESIDENT NON-RESIDENT

ORGANIZATION'S OFFICIAL ADDRESS: _____

CITY _____ STATE _____ ZIP CODE _____

HOME PHONE _____ CELL: _____ E-MAIL _____

Do 80% of players/participants reside in the Town of Oyster Bay?: YES NO

Is this a Non-Profit Organization?:
 YES NO

Federal Tax ID # (required only if applying as a Non-Profit group): _____

Permission is requested to use (please check one):

Baseball Softball Football Lacrosse Soccer Other _____

Location: _____ Field: _____

Date(s) Requested: _____

Days and Hours Requested (separate sheet may be used):

Monday: _____ Tuesday: _____

Wednesday: _____ Thursday: _____

Friday: _____

Saturday: _____

Sunday: _____

The APPLICANT understands and acknowledges that the information provided in the application is true and accurate, and that the Town of Oyster Bay and the Department of Parks are relying on these statements and representations as a basis for the issuance of a permit. Proof of Non-Profit Status is required to qualify for the Non-Profit fee schedule. The APPLICANT agrees to abide by the terms set forth in this application, and the Rules and Regulations of the Town of Oyster Bay and the Department of Parks. **Additionally, the APPLICANT fully understands that their organization may not under any condition sublease, sell or assign this permit and that any unused field time and/or space must be given back to the Parks Department.** Any violation of the rules herein will result in the permit being revoked.

SIGNATURE: _____ DATE _____



Town of Oyster Bay
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FIELD/FACILITY USE FEE SCHEDULE

TIER #	TIER DESCRIPTION	FIELD FEES	LIGHT PREMIUM
TIER 1	TOWN OF OYSTER BAY NOT-FOR-PROFIT Youth-based Community Leagues, Local non-profit groups, civic organizations, local schools, and charitable events.	Grass: NO CHARGE Turf: NO CHARGE	NO CHARGE
TIER 2	TOWN OF OYSTER BAY FOR-PROFIT AND NON-RESIDENT Youth and Adult Leagues, including Travel Teams	Grass: \$25 per hour Turf: \$30 per hour	\$5 per hour

ALL PERMIT APPLICATIONS MUST INCLUDE:

- Proof of Insurance (with "TOB" listed as "additional insured")
- Proof of Residency (if applicable)
- Certificate of Incorporation
- Proof of Non Profit Status, if applicable (IRS 501(c)(3) determination letter)
- Team Rosters with Address

Checks or Money Orders should be made payable to "Town of Oyster Bay".

For Office Use Only:

Date:	Application Fee Collected?	Received By:	Field Location:	Permit Issued?
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This is a permit application and is not to be used as an actual permit for field use.