



Joseph G. Pinto
Commissioner

TOWN OF OYSTER BAY
Department of Parks
977 Hicksville Road
Massapequa, NY 11758
(516)797-7128 fax(516)797-4145
www.oysterbaytown.com

Gregory J. Skupinsky
Deputy Commissioner

Gregory M. Mangino
Deputy Commissioner

EQUIPMENT PERMIT APPLICATION

Name of Event: _____

Location of Event: _____

Exact Location where Equipment should be deliered: _____

Delivery Date and Time _____ Pick-Up Date and Time _____

Day of Event Contact Person & Cell Phone Number: _____

Actual Event Dates and Times (as advertised to public): _____

EQUIPMENT TYPE	REQUESTED QUANTITY	RENTAL RATE (per piece of equipment)	DELIVERY & SET-UP FEES	*NO CHECKS SHOULD BE MAILED AT THIS TIME. If application is approved, you will receive a written invoice. At that time, a check may be sent, made payable to the "Town of Oyster Bay" and the Permit will be issued. *PROOF OF INSURANCE (with "Town of Oyster Bay listed as "additional Insured"), along with ENDORSEMENT PAGE, must be provided *RAINDATE SUBJECT TO AVAILABILITY*
SHOWMOBILE		\$175 for the first day \$100 each additional day	\$75 per event	
PORTABLE LIGHTS (available only for special events using Town Showmobile)		\$50 per light, per day	\$50 per light per event	

Applicant's Name:	
Requesting Organization:	Is your organization located within the Town of Oyster Bay? Yes <input type="checkbox"/> No <input type="checkbox"/>
Organization's Mailing Address:	
Street	
City	State Zip Code
Applicant's Contact Information:	
Home Phone	Cell Phone Email Address

The APPLICANT understands and acknowledges that the information provided on the application is true and accurate. 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. 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. Any violation of the rules herein will result in the Permit being revoked and the forfeiture of all money received.

Applicant's Signature

Date