



Joseph G. Pinto  
Commissioner

TOWN OF OYSTER BAY  
Department of Parks  
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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 delivered: \_\_\_\_\_

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		\$200 for the first day \$125 each additional day	\$125 per event	
PORTABLE LIGHTS (available only for special events using Town Showmobile)		\$60 per light, per day \$60 each additional day	\$50 per light per event	

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