

Hugh L. Carey Battery Park City Authority

PERMIT APPLICATION

Permit Type: (Please check appropriate box below)

BIRTHDAYS / PICNICS

PROFESSIONAL FILM / VIDEO / PHOTO-SHOOT

SUMMER CAMP / FIELD DAY

WEDDING PHOTOGRAPHY / WEDDING CEREMONY

WALKATHONS & RUNS

VOLLEY BALL / SPORTS EVENT

CONSTRUCTION / WORK VEHICLE / PARKING

STUDENT FILM/PHOTO SHOOTS

OTHER SPECIAL EVENT

Applicant Information

Date of Application: _____ Applicant Name: _____ Organization Name (if applicable) _____

Email Address: _____ Telephone: _____ Cell: _____

Name, Address, Telephone # of One Organization Member besides Applicant (Secondary Contact): _____

Type of Organization (Social, Commercial, Political, Other): _____

Schedule & Location

Date of Event: _____ Rain Date (if applicable): _____

Date of Set-Up: _____ From: _____ To: _____

Date/Time of Actual Event: _____ From: _____ To: _____

Requested Location: _____

Start Location: _____ Finish Location: _____

(FOR WALKS, PARADES AND OTHER TYPES OF GROUP OUTINGS)

Number of Participants: _____ Number of Spectators: _____

Event Information

Will event be advertised? YES ☐ NO ☐ If so, how? _____ When? _____

Will prizes/gifts be distributed or awarded? YES ☐ NO ☐ If so, what type? _____

Will participants or spectators be charged? YES ☐ NO ☐ If so, what amount? _____

Will press be invited or anticipated to be present? YES ☐ NO ☐

Please provide a description of event planned including activities, ceremonies, construction work, distribution of food or products, deliveries, staffing levels and equipment (including lighting, furniture, structures, vehicles and/or machinery).

If construction and work is related to a contract with BPCA/BPCPC, list contract #: _____ # of workers: _____

If work vehicle is involved, list vehicle information, including make, model, year, plate and license #:

Make: _____ Year: _____ Plate #: _____

Driver Name: _____ License #: _____

As the applicant I agree to abide by the rules of the Battery Park City Authority and the Battery Park City Parks Conservancy and the items set forth in this application.

Signature of Applicant: _____

You may attach additional information on a separate page if needed. Your application will be reviewed and a customer service representative will contact you for further processing. Please note that a reservation has not been made until you have received confirmation from the Battery Park City Authority. For more information, please contact:

