



# Sullivan County Parks, Recreation & Beautification

Discover | Explore | Connect | Play

## GROUP PICNIC PERMIT APPLICATION

### SULLIVAN COUNTY PARKS & RECREATION

100 NORTH STREET / PO BOX 5012

MONTICELLO, NY 12701

PHONE: 845-807-0287 FAX: 845 807-0546

EMAIL: [SCParks@sullivanny.gov](mailto:SCParks@sullivanny.gov)

\* OFFICE USE \*

Date: \_\_\_ / \_\_\_ / \_\_\_

AMT: \$ \_\_\_\_\_

CHECK #'s: \_\_\_\_\_ / \_\_\_\_\_

CASH: \_\_\_ Yes \_\_\_ No

RECEIPT #'s \_\_\_\_\_

Groups are encouraged to familiarize themselves with available facilities and rules of use prior to completing a permit application. **One week notice in advance is required to apply for a Group Picnic Permit.** (This application is not a permit.)

Please write neatly

NAME: \_\_\_\_\_ ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

Group Picnic Permits are required for all groups larger than 25 people. Group picnics are permitted in most Sullivan County Parks from May through October, daily from 9:00am until 7:00pm. Group size may not exceed 200 ppl. in most parks. (See Pavilion & Park Capacity on attached information page). Permit applications are available beginning January 1 of the current year and are issued on a first come first serve basis.

<b>DATE REQUESTED:</b> _____	<b>ARRIVAL TIME:</b> _____	<b>DEPARTURE TIME:</b> _____	<b>Approximate Group Size:</b> _____
MM/DD/YY			

**AREA REQUESTED:** Please check location below. (See attached site description sheet for additional information)

- \_\_\_\_\_ **Lake Superior Beach Pavilion** – (An Additional \$3.00 p.p. Entry Fee will be collected upon entering the park during Beach Operating Hours.)
- \_\_\_\_\_ **Lake Superior Field Pavilion** – (An Additional \$3.00 p.p. Entry Fee will be collected upon entering the park during Beach Operating Hours.)
- \_\_\_\_\_ **Lake Superior Dam Area/Pavilion**
- \_\_\_\_\_ **Livingston Manor Covered Bridge Pavilion** – (Group Capacity: 100 ppl.)
- \_\_\_\_\_ **Stone Arch Bridge Park** – (Group Capacity: 50 ppl.) *Groups Permitted Tuesday's, Thursday's & Saturday's*
- \_\_\_\_\_ **Minisink Battleground Park Pavilion**
- \_\_\_\_\_ **D&H Canal Linear Park**

**Application Fees** are due at time of application. Upon receipt of completed application and fees a permit will be issued providing the date requested is available. No application refunds are given due to weather conditions or cancellations. Security deposits will be returned upon approval after inspection of park grounds or upon cancellation of permit, if cancellation occurs at least 2 weeks prior to permit date.

**(Separate Checks Required)**

- \_\_\_\_\_ **Group Size 25 – 100 people = \$50.00 Rental Fee and a Refundable \$100.00 Security Deposit**
- \_\_\_\_\_ **Group Size 101- 200 people = \$100.00 Rental Fee and a Refundable \$200.00 Security Deposit**

**\*Make Checks payable to: "SULLIVAN COUNTY TREASURER"**

Include "Permit Rental Fee" and "Refundable Security Deposit" (cash, or separate checks)

**"SECURITY DEPOSIT REFUND CHECK"** made out to: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

## Rules and Regulations

- Group picnic permits do **not** grant exclusive use of park to group. Park shall remain open to public.
- A group Picnic Permit does **not** constitute a waiver of any applicable user fees which must be paid at point of entry to the park.
- Alcoholic beverages, illegal drugs, and smoking are **prohibited** on **all** park property.
- Sullivan County will not provide tables or other items in addition to what is present at each site. It is the responsibility of the Permittee to verify the available facility.
- Groups, who violate these rules and regulations, fail to properly clean up after their picnic, cause damage to facilities, are larger than arranged for, or are misleading in their application are subject to the loss of their security deposit.
- The Permittee must have their Group Picnic Permit in their possession at the time of picnic.
- Vehicles must remain on designated roads and parking areas.
- Cooking is allowed on supplied barbecue grills only. Hot coals must remain in the grills. **NO OPEN FIRES!**
- All minor children **must** be supervised by a responsible adult at all times.
- **No** swimming at any park except at the designated swim area at Lake Superior's beach during specific beach operating hours when lifeguards are on duty. The swim area is closed at all other times.
- This permit is only valid for the date and area for which it was issued.
- The event must be over and cleaned-up by park closing time.
- **All County Park Rules and Regulations must be adhered to.**

**All trash shall be properly disposed of in the garbage cans provided. Any excess debris or damage will be the responsibility of the permit holder and will result in the forfeiture of the security deposit. Please separate clean RECYCABLES and place in proper bins.**



**Items which are NOT allowed in parks include but are not limited to:**

Inflatable products (moon jumps, bounce houses), tents, bands, disc jockeys, PA systems, generators for electricity, portable bathrooms, commercial uses or productions, circus acts, petting zoos, public displays regardless of being for profit or not for profit, use of propane grills, food vendors, glass containers, etc.

**By signing this application the applicant agrees that he/she is solely responsible and answerable in damages for any and all accidents or injuries to persons (including death) or property within the boundaries of said premises and hereby covenants and agrees to hold harmless the County of Sullivan, the Sullivan County Legislatures, Sullivan County Parks and Recreation Department, Sullivan County Division of Public Works, their officers, agents and employees from all claims, actions, damage and costs of every nature and description arising out of or in any way connected with this Group Picnic Permit.**

---

**Signature of Permit Applicant**

---

**Date**

---

**Print Name of Applicant**



Lake Superior State Park Beach Pavilion

Pavilion Capacity: 75  
**Per Person Admission Fee Applies\***  
 10 Picnic Tables, 2 Grills  
 Full Service Washroom w/ Showers (seasonal)  
 Portable Toilets, Volleyball Net  
 Vending Machines (seasonal)  
 Guarded Swimming Beach (seasonal) Playground  
 Boat Launch, Boat Rentals, Fishing



Livingston Manor Covered Bridge Park Pavilion

Pavilion Capacity: 50, Park Capacity: 100  
 8 Picnic Tables, 1 Grill  
 Portable Toilets  
 Historic Covered Bridge, Stream, Fishing



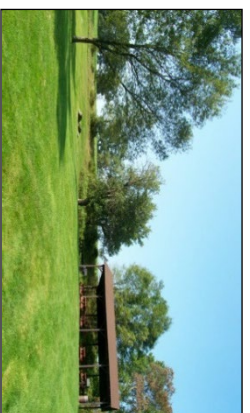
Lake Superior State Park Field Pavilion

Pavilion Capacity: 75  
**Per Person Admission Fee Applies\***  
 10 Picnic Tables, 2 Grills  
 Full Service Washroom w/ Showers (seasonal)  
 Portable Toilets  
 Vending Machines (seasonal)  
 Guarded Swimming Beach (seasonal), Playground  
 Boat Launch, Boat Rentals, Fishing



Stone Arch Bridge Historical Park

Non-Pavilion Group Picnic Permit  
 Park Capacity: 50  
 Picnic Tables, Grills & Playground  
 Washroom w/ vault toilets  
 Historic Stone Arch Bridge, Stream, Fishing



Lake Superior State Park Dam Pavilion

Pavilion Capacity: 50  
 8 Picnic Tables, 1 Grill  
 Portable Toilet  
 Fishing, Large Open Field, Shade Trees



D & H Canal Linear Park

Non-Pavilion Group Picnic Permit  
 Towpath Trail & Scenic Canal



Minisink Battleground Park Pavilion

Pavilion Capacity: 50  
 8 Picnic Tables, 1 Grill  
 Washroom w/ vault toilets  
 Hiking Trails, Interpretive Display, Wooded Area