



City of New York
Parks & Recreation

Special Event Permit

Permit Number 99-353

Borough of MANHATTAN

Permit for FOLK FESTIVAL
Type or name of Event

Applicant PETER DIZOZZA (212)674-2987
Name Telephone

Date MAY 1st 1999

Permission is hereby granted to EAST VILLAGE SINGER & SONGWRITERS
Organization

to hold a FOLK FESTIVAL of not more than 100 persons
Type or name of Event Number

in TOMPKINS SQUARE PARK at BANDSHELL
Park Exact Location in Park

from 2:00PM m to 6:00PM m on JULY 31, 1999 R/D AUGUST 1, 1999
Date

Set-up: from 10:00AM m to 7:30PM m

Special approval granted for: _____

A. Benz
Borough Commissioner

distribution. In connection with the foregoing, the Commissioner may consult with parental groups which are involved with the park or facility where a permit for distribution is requested. The Commissioner may also impose conditions upon the distribution of products or materials consistent with the concerns reflected by the factors listed above. The non-commercial distribution of products is not permitted. Products and/or materials may be distributed only upon an indication of interest by the recipient, and only from a fixed location specified in the permit.

9. It is prohibited to solicit funds or to collect contributions within or adjacent to any park area, except from one fixed location approved by Parks & Recreation and specified in the permit.
10. Noncommercial literature or pamphlets may only be distributed within or adjacent to any park area from a fixed location. Distribution of commercial literature or advertisements is not permitted.
11. An American flag shall be displayed where required under applicable statute. Other flags, banners, or ensigns may be displayed only from locations approved by Parks & Recreation and specified in the permit.
12. If vehicles (e.g. buses, cars, trucks, vans) are required for delivery to the site or any other purpose, a written permit application for each vehicle, including license number and make and year of vehicle, must be submitted with this form. A special vehicle permit will be issued for each vehicle, specifying time, route, and parking privileges.
13. If electrical energy is required, the applicant must so state. Parks & Recreation will make a reasonable effort to provide electrical energy if outlets are available at the site. It will be the permittee's responsibility to arrange and make payment for any other power sources (e.g. lightpole tapping, generators, batteries, etc.)
14. During the planning of the event, Parks & Recreation may alter or add terms and conditions as necessary. The permit is not transferable, and is revocable at the discretion of the Commissioner. The Commissioner may also establish additional special event guidelines for certain parks or park location.

ALCOHOLIC BEVERAGES AND PROPANE GAS ARE PROHIBITED

BOROUGH PERMIT OFFICES

BOROUGH	ADDRESS	TELEPHONE
BRONX	Ranaua, 1 Bronx River Parkway, Bronx, NY 10462	(718) 430-1847
BROOKLYN	Litchfield Villa, Prospect Park, Brooklyn, NY 11215	(718) 965-8912
MANHATTAN	Permit Office, 6th Floor, 16 West 61 Street, NY, NY 10023	(212) 408-0226
QUEENS	The Overlook, 80-30 Park Lane, Kew Gardens, NY 11415	(718) 520-5941
STATEN ISLAND	Stonehenge, Clove Lakes Park, Staten Island, NY 10301	(718) 390-8023
Citywide Special Events:	Arsenal North, 1234 Fifth Avenue, NY, NY 10029	(212) 360-1492

This permit is granted and accepted subject to the following terms and conditions.

1. The permittees agree to confine their activities to the location and times specified on the reverse side.
2. The permittees shall remain subject to the Rules and Regulations of the Department of Parks & Recreation, the specific terms of this permit, and to all regulations, ordinances, and laws of all City, State, and Federal departments insofar as this may apply.
3. The permittees agree to clean and restore the permit area after the event.
4. The permittees must have in their possession at the time and site of the event this Parks' permit and any other permits required for the event by the Department of Parks & Recreation or any other Department.
5. No vehicle shall be allowed into any park or any park road without a special vehicle permit issued by the Department's Borough Office specifying conditions for vehicle's presence and use in park. A separate permit is necessary for each such vehicle. The permit must be visible on windshield of vehicle.
6. The permittees are liable for all damage or injury to property or persons that may occur or be caused by the use of this permit, and by accepting this permit the permittees agree to save the City of New York and the Department of Parks and Recreation harmless from any claim whatsoever which may result from such use.
7. This permit is not transferable and is revocable at any time at the absolute discretion of the Commissioner.

This permit to be returned to park supervisor in charge of the permit area at conclusion of event.

Park Supervisor

Special Events Guidelines

1. No event will be permitted on any Parks & Recreation property unless a written permit has been granted by the agency. The Permittee must be at least 18 years of age, and have the original approved permit in his possession at the site while the event is taking place. *This form is not a permit.*
2. This application must be filled out and received with payment of the non-refundable administrative processing fee no later than 30 days prior to date of event. Failure to do so may result in the applicant being held responsible for additional overtime costs. Checks should be made payable to the City of New York/Parks & Recreation. Upon receipt of approved permit, other fees, bonds, and insurance must be presented to the Agency no later than seven days prior to the event.
3. If the permit is granted, the Permittee shall be subjected to the rules and Regulations of Parks & Recreation, and to all regulations, ordinances, and other laws of all other City, State, and Federal Departments insofar as they may apply, and to the specific terms of the permit.
4. Should there be any injuries, accidents, or other health incidents at your event, you must notify Parks & Recreation immediately by calling the Parks hotline, 1-800-201-PARK.
5. The Permittee is responsible for cleaning and restoring the area after the event. The Permittee will usually be required to post bond(s) in order to insure that the Permittee will clean and restore the area after the special event. The cost of any employee overtime incurred because of the event will be borne by the Permittee. This cost must be paid in advance. The amount of the bond will be based on the number of event participants, and will be adjusted to reflect any aspects of the event that increase the clean-up or restoration costs. **A CERTIFIED CHECK MUST BE MADE PAYABLE TO NYC DEPARTMENT OF PARKS & RECREATION.**
6. Parks & Recreation reserves the right to require personal liability insurance for the event, naming the agency and the City of New York as additional insured. The decision on whether to require insurance will be based on the following criteria:
 - A. Whether the special event or any activities included as part of the special event present a risk of personal injury or property damage.
 - B. Whether the special event involves the sale of food.
 - C. Whether the special event involves over 2000 participants, or a large number of participants relative to the size of the site.
 - D. Whether the special event involves transportation and installation of heavy equipment, or the installation of a stage or other temporary structure.
7. The granting of a permit does not give the permittee the right to sell or offer for sale any articles, tickets, or refreshments within or adjacent to any park area. To do this requires a separate Temporary Use Authorization issued by Parks & Recreation's Revenue Division (212) 360-1397. There is a fee required to acquire a Temporary Use Authorization.
8. No person shall engage in the non-commercial distribution of products and/or materials (other than printed or similarly expressive material) without a permit issued by the Commissioner. A permit shall be issued only upon the Commissioner's determination that said distribution will be conducted in a manner consistent with the public's use and enjoyment of the park or facility in question. In making this determination, the Commissioner will consider the nature of the product or material, whether the product or material is compatible with customary park uses, whether the product or material is intended to be used in the park or facility, the age of the targeted audience for the product or material, and whether the area in the park or facility where the distribution will take place is appropriate for such distribution, considering, e.g., its proximity to areas designated for children, quiet zones, or other areas designed for activities not compatible with such distribution. In connection with the foregoing, the Commissioner may consult with parental groups which are involved with the park or facility where a permit for distribution is requested. The Commissioner may also impose conditions upon the distribution of products or materials consistent with the concerns reflected by the factors listed above. The non-commercial distribution of products is not permitted. Products and/or materials may be distributed only upon an indication of interest by the recipient, and only from a fixed location specified in the permit.
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