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City of Long Beach, NY  
Department of Parks & Recreation  
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City Manager  
Jack Schnirman

Permit No. \_\_\_\_\_  
This document is not a permit.  
It is an application for a permit.

**APPLICATION FOR PERMIT FOR  
USE OF OCEAN BEACH PARK FOR SMALL GATHERING  
(picnic/beach party for 25 or more but less than 75)**

*The City of Long Beach reserves the right to limit the number of gatherings held annually, and to deny permission for any gathering deemed as interfering with City of Long Beach functions, or which presents an undue burden on city services. A Small Gathering application must be submitted for any planned gatherings/picnics/beach party with anticipated attendance of 25 or more but less than 75 people. The City of Long Beach also reserves the right to limit the size and scope of activities permitted. There is a non-refundable application fee of \$50 and a \$50 deposit fee. Applications must be submitted 10 days in advance of event and must be notarized.*

**Name of Applicant:** \_\_\_\_\_

**Name of Group or Organization:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Tel. #:** \_\_\_\_\_ **Cell #:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Purpose of event:** (Describe Accurately) \_\_\_\_\_

**Day:** (circle) S M T W Th F S **Date:** \_\_\_\_\_ **Time:** From \_\_\_\_\_ To \_\_\_\_\_

**Estimate of Participants:** \_\_\_\_\_ **Approximate Ages of Group:** \_\_\_\_\_

**Location:** (Which beach entrance) \_\_\_\_\_

**Please abide by the following rules and regulations.**

- All boardwalk or beach events subject to the rules and regulations governing the Ocean Beach Park.
- Small Gathering permits are for use between the hours of 9:00am and 6:00pm
- Each person over the age of 13 years attending the beach between the hours of 9:00am and 6:00pm must pay admission to the beach park. (Discount Beach passes can be obtained at the Ocean Beach Park Office located on Magnolia Boulevard and the Bay).
- Vehicles are not permitted on the boardwalk or on the beach. All vehicles must be parked only in designated parking locations.
- **The use of alcohol on the beach or boardwalk is strictly prohibited;** no person shall have in his possession any bottle, can or other container in which there is an alcoholic beverage.
- Animals are not permitted on the boardwalk or the beach.
- Cooking or creating an open flame or any type of fire on or near the boardwalk or beach is strictly prohibited.
- Noise ordinances are applicable to all events.
- No rental chairs, tables or tents.
- All pathways must be kept clear for public and emergency access. Areas may not be roped off.
- Generators are strictly prohibited. No D.J.'s, bands or amplification.
- You and your guests are expected to abide by traffic and parking regulations established by LBPD.
- Please be aware that a small Gathering Permit does not grant permission to sell or fundraise.
- Applicant is responsible for removing all debris in an appropriate manner at the end of event.
- Failure to abide by the above rules and regulations will result in the forfeiture of deposit and/or additional fees.

**Checks are payable to the City of Long Beach. Please provide separate checks.**

**Permit Fee: \$50.00** (checks made payable to the City of Long Beach)

**Deposit Fee: \$50.00** (Refundable upon approval that the area involved has been left in a clean orderly condition)

*The applicant agrees to indemnify and hold harmless The City of Long Beach to be solely and absolutely liable upon any and all claims, suits and judgments arising from the event, including but not limited to personal injuries and property damage. The applicant further agrees to comply with all pertinent provisions of Long Beach laws, rules and regulations. The applicant also agrees that the permit may be revoked at any time without any liabilities to the City of Long Beach. The applicant agrees to present the permit upon request during said event. The applicant shall be responsible for the conduct of all persons participating in said event, including spectators. Swimming at Ocean Beach Park is permitted only when lifeguards are on duty, 9:00am-6:00pm during the Official Ocean Beach Park Season.*

**NOTARY:**  
STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_  
On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

**APPLICANT**  
**Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

before me personally appeared (name of person acknowledging) to me known to be the person who executed the foregoing instrument, and he (she) thereupon duly acknowledged to me that he (she) executed the same to be his (her) free act and deed.

**FOR OFFICE USE ONLY**  
CHK#: \_\_\_\_\_ INS: \_\_\_\_\_ APPROVED: \_\_\_\_\_ DATE PAID : \_\_\_\_\_