



FRANKLIN D. ROOSEVELT STATE PARK
2957 CROMPOND ROAD
YORKTOWN HEIGHTS, NY 10598
TEL: (914) 245-4434
FAX: (914) 245-7958

Dear Picnic Patrons:

We are happy to see you are interested in reserving a picnic area at F.D.R. State Park. Enclosed you will find this year's picnic permit application as well as park use information. Please be sure to read over all of the information carefully in order to make your visit to F.D.R. even more enjoyable.

When reserving an area, be sure to keep in mind:

- **New for 2012: It is now possible to reserve 6A and 6E.**
- **Please do not add \$25 for 6C as it is not clear what date the structure will be available pending renovations.**
- **New Smoking Policy: Smoking is not permitted in the playground and pool areas.**
- **Please contact the Park Office if you require a wheelchair-accessible picnic site.**
- We now make reservations over the phone. You must fax or mail the application to us, then call with payment information. Cash is accepted only in person. We accept checks or money orders through the mail or in person. We cannot make reservations without payment. **Your application will not be processed unless the application is signed by the group representative.**
- If you are a tax exempt organization, please enclose a copy of your tax-exempt form with your application.
- We no longer accept vouchers. Please make sure to carry appropriate funds when using our facility.
- Toll booths and boat rentals are *cash only*. Exact change is highly recommended.
- We do not guarantee your reservation unless a group representative signs in at the park office on the day of your picnic by 11:00AM. Unused tables/grills may be used by other patrons after that time.
- **There are no reservations or buses allowed on July 4, 2012.**
- Our facility has containers located throughout the park to assist you in trash removal. Please place your garbage in these containers when leaving your picnic area.

Please do not make any plans until you have received a confirmation of your picnic back from us. If you have any questions about making a reservation, or would like to check on an existing reservation, please do not hesitate to call us at (914) 245-4434.



****PLEASE NOTE****

This summer, new restroom buildings in picnic areas 2, 4, & 6 and the pavilion in 6C will be under construction. If you are interested in being in any of these areas, particularly during the week, please contact us before submitting your application. Alternative restroom facilities will be provided during construction.

Sincerely,
Franklin D. Roosevelt State Park

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**2012 PICNIC PERMIT
APPLICATION**
(Please Print Clearly – Illegible
Forms Will Be Returned to
Applicant)

PERMIT # _____
PICNIC DATE: _____
PICNIC AREA: _____
ALC. PERMIT: Y/N _____
PAID\$: _____
CHECK#: _____
PARK REP: _____
(office use only) _____

BE SURE TO READ BOTH SIDES OF THIS APPLICATION & SIGN ON BACK

NAME OF ORGANIZATION _____

CONTACT/RESPONSIBLE PERSON _____

STREET ADDRESS _____ CITY _____ STATE _____ ZIP _____

TELEPHONE (DAY) _____ (WEEKENDS) _____ FAX _____

EMAIL ADDRESS _____

1ST CHOICE REQUESTED DATE _____ REQUESTED AREA _____

2ND CHOICE REQUESTED DATE _____ REQUESTED AREA _____

(IF YOUR CHOICE IS NOT AVAILABLE, MAY WE SUBSTITUE OTHER AREAS? (Y / N)

OF PERSONS _____ (Please be accurate; this number determines your quantity of tables and grills. **If numbers are larger than originally stated, you must come to the office to update payment.**)

PICNIC RESERVATION INFORMATION

FEES: For reserving a picnic area only - Make checks or money orders payable to **FDR State Park** and send a self-addressed stamped envelope for reservation confirmation. **New for 2012:** We are accepting credit card payment over the phone after receipt of picnic application via mail or fax. Please call the Park Office to make payment arrangements. You will then receive written confirmation by mail. Reservations are processed in the order in which payment is received.

1-50 persons = \$30 51-100 persons = \$60 101-150 persons = \$90 151-200 persons = \$120
201-250 persons = \$150 251-300 persons = \$180 301-350 persons = \$210 351-400 persons = \$240
401-450 persons = \$270 451-500 persons = \$300 **Maximum = 500 persons**

NOTE: THERE IS AN ADDITIONAL FEE FOR PICNIC SHELTER RESERVATIONS

(Area 3BS Requires an Additional \$25 Fee)

(Area 4BS Requires an Additional \$100 Fee)

(Due to planned construction, the \$25 6CS pavilion fee will be billed at a later date, pending availability.)

PAYMENT AMOUNT (FULL PAYMENT REQUIRED) \$ _____

(ENTRANCE FEES ARE PAID WHEN ENTERING THE PARK. **DO NOT SEND PAYMENT FOR BUSES!**)

ARE YOU A TAX EXEMPT ORGANIZATION? Y / N IF YES, PLEASE ENCLOSE COPY OF FORM ST-119.1

VEHICLES (Vehicle fees are paid when you enter the park.) #BUSES _____ #CARS _____

This permit is valid only for the original date booked and does not imply a rain date.

**THIS PERMIT DOES NOT BECOME EFFECTIVE UNTIL APPROVED BY A PARK REPRESENTATIVE.
DO NOT MAKE PLANS UNTIL YOU RECEIVE A COPY OF THIS PERMIT AS CONFIRMATION.**

****PERMIT CONTINUES ON REVERSE AND IS NOT VALID UNLESS SIGNED****

REFUND POLICY:

Picnic cancellations may be made at anytime. However, if you are requesting a full refund, a refund request must be RECEIVED a minimum of thirty days prior to the date of your reservation. A 50% refund will be given to requests received up to ten days prior to reservation. No refunds will be given to requests received less than ten days prior to reservation. Refund requests must be made according to OPRHP policy, which requires a letter stating the reason for your refund sent to the Park Manager, Brian Strasavich. Bad weather is NOT a valid reason for a refund. Please include your original receipt and application with your letter. Please note a \$9.00 processing fee will be deducted from your refund amount.

LIMITATIONS:

- 1) Park hours: Weekends from 8:00 AM to Sunset and weekdays from 9:00 AM to Sunset.
- 2) **NO RESERVATIONS & NO BUSES ON JULY 4TH! ALL FIRST COME, FIRST SERVED.**
- 3) **ALL BUS GROUPS** arriving on WEEKENDS from JUNE 16th to SEPTEMBER 3rd MUST HAVE **RESERVATIONS. No bus groups are allowed in parking lots #1 or #6.**
- 4) You must give an accurate estimate of group size; otherwise, you may find yourself in an area too small to accommodate your group. The remainder of the area is available to other patrons.
- 5) Picnic permits are valid only for the original date booked. If you desire a **RAIN DATE**, you must make a **separate reservation** and pay a **separate fee**.
- 6) **POOL:** See additional sheet for pool rules and regulations.

PERMIT CONDITIONS

- 1) **You are required to dispose of your trash in the provided green containers located throughout the park. Garbage bags are available to assist you in your trash clean up. We advise you to bring a supply of your own garbage bags as well. Your cooperation in this matter greatly helps us keep the park clean and suitable for picnicking.**
- 2) **Vehicle use fees and/or any other park fees must be paid upon entry to the park facility and are subject to change.**
- 3) This permit is subject to the rules and regulations of the Office of Parks, Recreation, and Historic Preservation (OPRHP), Taconic Region, which can be found at <http://nysparks.com/publications/documents/NYSParksRulesRegulations.pdf>, and all special conditions enumerated in the permit. This permit must be shown to any agency official upon request.
- 4) **New for 2012: Smoking is not permitted at the park playgrounds or inside the pool area.**
- 5) OPRHP will not be responsible for providing any utility or service in excess of that which is already available.
- 6) It is understood that no alterations are to be made at the picnic site (e.g., cutting trees, erection of signs, banners, flags, etc.) without the express written authorization of the Park Manager. The permittee will be responsible for any damages to park property or facilities resulting from the group's activities under the permit.
- 7) The responsible party must be present for the entire duration of the permit and will present proper identification upon request.
- 8) Alcoholic beverages are allowed by permit only. **Beer or Wine Only, No Hard Liquor.** A free alcohol permit can be obtained at the park office. The sale of food, refreshments, or other items is prohibited.
- 9) **Use of Amplified Sound Equipment, Generators or 12 Volt Batteries to Power Equipment is Strictly Prohibited.** Battery-powered megaphones may be used to address large groups.
- 10) Vehicles are not permitted to drive or park on the grass, service roads, pathways, or along roadways. **Observe speed limits.**
- 11) Scooters, skateboards, and rollerblades are not permitted in the park.
- 12) Pets are not allowed in picnic areas or playing fields and **must be leashed at all times.**
- 13) **Hot coals must be extinguished after barbecuing.**
- 14) All accidents, injuries, or other problems must be reported to the Park Office immediately.
- 15) The permittee agrees to indemnify, defend, and save harmless the State of New York, the Office of Parks, Recreation, and Historic Preservation and all of its officers, agents, employees and assigns from all suits arising from the operation of this permit or as a result of the consequences of any act, omission, neglect, or misconduct on the part of anyone associated with the permittee on this project.
- 16) It is understood that this permit is not transferable and may be revoked at any time at the discretion of park representatives.
- 17) **A group representative must sign in at the Park Office by 11:00 AM in order to guarantee your reservation.**
- 18) **F.D.R. State Park reserves the right to open to the public any picnic area not checked in by 11:00 AM**
- 19) **Any unused tables and grills become "First Come, First Served" for other park visitors to use AFTER 11:00 AM**

I HAVE READ AND AGREE TO THE TERMS ON THIS PICNIC RESERVATION APPLICATION.

I hereby apply for a picnic permit for the group I represent. **I have read all the terms and conditions contained on both sides of this application and agree to follow them.** I understand this permit may be revoked if any of its terms or conditions are violated.

SIGNATURE OF PERMIT HOLDER: _____ DATE: _____