



VILLAGE OF MONTICELLO  
MONTICELLO NEW YORK

# Operational Permit-

*Application for permission to have the following: Street Fairs with Processions, Street Fairs, Street Closures & Marathons*

**SCHEDULE OF FEES:** Please note: There is a 1 Million Dollar Insurance coverage requirement

Rental Fee: \$500.00-Certified Check or Money Order Only- No Cash

Security Fee: \$500.00 (returnable) - Please supply a blank, signed Money Order to be returned upon the completion of your event if Clean-Up requirements are met

\*\*\*\*\*ALL RESERVATIONS MUST BE MADE TWO WEEKS (2) IN ADVANCE\*\*\*\*\*

Organization Name: \_\_\_\_\_

Person in Charge: \_\_\_\_\_

Event Date Requested: \_\_\_\_\_ Rain Date: \_\_\_\_\_

Event: \_\_\_\_\_ Approximate # of attendees: \_\_\_\_\_

Event Hours: \_\_\_\_\_ to \_\_\_\_\_ including set up and breakdown

Contact# \_\_\_\_\_ Additional Contact Person: \_\_\_\_\_

Phone # of Additional Contact: \_\_\_\_\_

## **Rules and Regulations for: Street Fairs with Processions, Street Fairs,**

### **Street Closures & Marathons:**

The Village of Monticello Streets are owned and managed by Village and has been developed to provide non-profit organizations a comfortable, safe place to hold an event.

To accommodate such individuals and groups in a consistent manner, the following policies, rules and regulation for using the available property apply:

1. Applicant and all representatives at these events conduct themselves with proper decorum at all times while on the permitted premise and shall refrain from any activity that would annoy or offend the public.
2. At the termination of applicant's use, the designated area shall be surrendered in the same condition or cleanliness and repair as it was upon commencement of the use removed to proper garbage receptacles. If any cleaning or damage repair is necessary, the fee will be forfeited.
3. Applicant shall comply with all laws and regulations of any governmental body with jurisdiction of the Village streets.

4. Applicant shall be solely responsible for obtaining any and all required permits or approvals relating to its use.

5. The personal property of neighbors are not available for use or to be blocked without the written consent of the party (i.e.: driveways, yards, etc.). ***ALL WRITTEN MUST BE SUPPLIED and SUBMITTED as part of this application.***

6. The renter must supply all cleaning supplies such as garbage bags.

7. **Alcohol is not permitted.**

8. The Village of Monticello retains the right to cancel an event and in the case of that the all fees will be refunded.

9. **Your event must be Completed and Shut-down by the time stated on this application.**

I have read and understand the rules and regulations of DeHoyos Park use and agree to the terms set forth by the Village of Monticello. I understand a fee may not be charged for attendance at the event.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Insurance Policy Attached: Y / N

Rental Fee: \_\_\_\_\_

Check/MO#: \_\_\_\_\_

Security Fee: \_\_\_\_\_

MO#: \_\_\_\_\_

Security Fee Returned Date: \_\_\_\_\_

MO#: \_\_\_\_\_

Name of Person Receiving Returned Fee: \_\_\_\_\_

(Signature)-Must Match Signature of Applicant

Village Signature: \_\_\_\_\_

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

Consent Form of Neighboring Properties:

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number