



## **INC. VILLAGE of NEW HYDE PARK**

1420 JERICO TURNPIKE NEW HYDE PARK, N.Y. 11040

TEL: 516-354-0022

EMAIL: [parks@villagenhpn.gov](mailto:parks@villagenhpn.gov)

# **PARK PASS APPLICATION**

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### **GENERAL INSTRUCTIONS AND REQUIREMENTS**

**ALL RESIDENTS MUST PRESENT A PARK PASS TO ENTER THE PARK AT ALL TIMES. THE PARK PASS IS PROVIDED FREE OF CHARGE BY THE VILLAGE**

THIS APPLICATION MUST BE FILLED OUT ENTIRELY. LEAVE NO BLANKS OR TYPE/WRITE N/A WHEN NOT APPLICABLE. THE FORM MAYBE FILLED ONLINE THEN SAVED TO BE EMAILED.

1. A VALID ID IS REQUIRED FOR EACH FAMILY MEMBER WHEN REGISTERING. A COPY OF A BIRTH CERTIFICATE IS REQUIRED FOR ANY CHILD UNDER THE AGE OF 18. EVERYONE OVER THE AGE OF 5 WILL GET THEIR OWN ID CARD. PROVIDE PROOF OF VACCINATION (SEE INSTRUCTIONS TO DOG PARK).
2. YOU MUST PROVIDE A CURRENT UTILITY BILL.
3. IF RENTING YOUR HOME, YOU MUST PROVIDE A VALID LEASE OR LETTER FROM YOUR LANDLORD.
4. ALL DOCUMENTATION (INCLUDING APPLICATION) TO BE EMAILED TO [PARKS@villagenhpn.gov](mailto:PARKS@villagenhpn.gov).
5. WHEN SENDING PICTURES, KINDLY SEND STANDARD PHOTO. YOUR DRIVER'S LICENSE **CANNOT** BE USED AS YOUR PHOTO ID. KINDLY SAVE THE PICTURE WITH THE FIRST NAME, THEN UNDERScore, THEN LAST NAME OF THE PERSON (FOR EXAMPLE: FIRSTNAME\_LAST NAME.JPG). KINDLY SEND ONE (1) PICTURE PER PERSON LISTED ON THE APPLICATION. **DO NOT** SEND GROUP PHOTO'S, WE **CANNOT** EDIT GROUP PHOTOS.
6. ONCE APPLICATIONS AND PICTURES ARE RECEIVED, YOU WILL BE NOTIFIED BY PHONE OR EMAIL WITH A TIME AND DATE TO PICK UP YOUR PARK PASS ID. IF SUPPORTING DOCUMENTATION IS NOT SUFFICIENT, YOU WILL BE NOTIFIED VIA EMAIL TO EMAIL ADDITIONAL DOCUMENTATION. DEPENDING ON THE PARKS DEPARTMENT PERSONEL, YOUR PARK PASS ID MAY NOT BE READY FOR A FEW DAYS. KINDLY WAIT TO BE NOTIFIED.

### **INSTRUCTIONS FOR USE OF THE DOG PARK**

1. TO USE THE DOG PARK, YOUR DOG NEEDS TO BE REGISTERED WITH THE VILLAGE OF NEW HYDE PARK.
2. PROVIDE PROOF OF VACCINATION FOR YOUR DOG PROVIDE
3. CHIP ID NUMBER ON APPLICATION

**PARK PASS WITH PET PHOTO MUST BE PRESENTED TO ENTER THE PARK.**

**IT IS THE RESPONSIBILITY OF THE APPLICANTS TO ENSURE THE AREA IS THOROUGHLY CLEANED BEFORE YOU LEAVE THE PREMISES.**

SEE REVERSE SIDE FOR APPLICATION





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## PARK PASS APPLICATION

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

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

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

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Family Members: (Each member will get their own ID)

Age(s):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

FILL OUT BELOW ONLY IF YOU OWN A DOG (WRITE OR TYPE N/A IF YOU DO NOT)

Dog's Name 1: \_\_\_\_\_ Breed: \_\_\_\_\_

Male/Female: M      F      License #: \_\_\_\_\_

Dog Chip No.: \_\_\_\_\_

Dog's Name 2: \_\_\_\_\_ Breed: \_\_\_\_\_

Male/Female: M      F      License #: \_\_\_\_\_

Dog Chip No.: \_\_\_\_\_

BY SIGNING THIS APPLICATION, THE APPLICANT ACKNOWLEDGES UNDERSTANDING OF THIS REQUIREMENT AND WILL CONFORM TO ITS REQUIREMENT. IN ADDITION, ACKNOWLEDGMENT IS MADE TO THE UNDERSTANDING OF THE GENERAL INSTRUCTIONS AND REQUIREMENTS AS SET FORTH ON THE REVERSE SIDE OF THIS APPLICATION.

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

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