



Parade/Event Request Sign Off Form

This form is to be used by any organization/group requesting permission to sponsor a parade or event in The Village of New Paltz. ALL steps that MUST be completed before final permission by the Village of New Paltz can be granted.

Step 1; (all fields must be completed)

Organization/group name: HUDSON VALLEY HOSPICE FOUNDATION / WENDELL HARP MEMORIAL 5K RUN/WALK

Contact person: Michael Murphy, Executive Director

Contact person phone #: (H) 677-5140 (W) 473-2273 (C) -

Date of event: 9-13-14 (rain date if any) - (exact times) 8:30A-12 NOON
RACE AT 9:30A

Insurance Name: AMERICAN ALTERNATIVE Insurance Policy Number: VH H H H G 305332804
VH H H H U 505034767

(Please attach a Certificate of Liability)

Step 2; (check one parade route only)

These are the three most common parade routes. In the space provided, place a check (✓) mark indicating your parade route choice. If you wish to propose an alternate parade route, check the box provided and fill in the complete route. A Final determination on which parade route will be utilized will be made by the New Paltz Police Department. Some of the factors that are utilized in this decision are anticipated parade size and public safety issues. If you wish to sponsor a parade AND utilize Hasbrouck Park, check your requested parade route AND Hasbrouck Park;

Parade route one; Beginning in the New Paltz Middle School parking lot, proceed north on South Manheim Blvd to Main Street. Proceed west on Main Street to Plattekill Avenue. Proceed south on Plattekill Avenue to the Village of New Paltz Fire Department/Village Hall. (If you wish to extend your parade end point to the entrance to Hasbrouck Park check here . This does not grant you permission to utilize Hasbrouck Park, you must check below to utilize the park itself.)

Parade route two; Beginning on North Manheim Blvd., proceed south to Main Street. Proceed west on Main Street to Plattekill Avenue. Proceed south on Plattekill Avenue ending in front of the New Paltz Fire Department/Village Hall. (If you would like to extend your parade end point to the entrance to Hasbrouck Park check here . This does not grant you permission to utilize Hasbrouck Park, you must check below to utilize the park itself.)

Parade route three; Beginning on Plattekill Avenue by the SUNY New Paltz Old Main Circle, proceed north on South Oakwood Terrace to Main Street. Proceed west on Main Street to the alleyway/driveway next to Gourmet Pizza and turn south, proceed through the Plattekill Avenue municipal lot back onto Plattekill Avenue back to the SUNY New Paltz Old Main Circle.

Alternate parade route
See Map

Hasbrouck Park Start time of park event; _____ End time of park event: _____

STOP

You must now bring this form and a Certificate of Liability to the New Paltz Police Department
Dispatch Window
(Available 24 hours a day)

Do no write in this area, to be completed by NPPD personnel only

Received by LT. LUCCHESI ~~JULY 11 2014~~ of the New Paltz Police Department on: JULY 11 2014 (Please attempt to turn in 35 days prior to the event date, but no less than 28 days.)

Step 3; (can only be completed once steps one and two have been completed)

In order to assure and maintain public safety, ALL parades and events documented on this form must receive signatory recommendation from the New Paltz Police Department and approval from the New Paltz Village Board. Bring this form to the New Paltz Police Department. The police department will forward it to the New Paltz Village Board. If your application is approved by the Village Board, you will be advised by the Village Board who will also sign off on this form. Once the Village Board has signed off on the form, it will be returned to the New Paltz Police Department for proper filing.

*New Paltz Police Department: Recommended Not Recommended

Parade route changed to route # _____ Date: _____

Reason for Change/Not Recommended: ROUTE APPROVED - WILL NOT REQUIRE POLICE SERVICES

(Title) LIEUTENANT (Print) ROBERT LUCCHESI (Sign) [Signature]

*New Paltz Village Board: Approved Denied Date: _____

Reason for denial: _____

(Title) _____ (Print) _____ (Sign) _____

**If approved by the Village Board, you will be notified by the Village of New Paltz Clerks office. If you wish to receive a copy of this completed form, you may pick a copy up at the Village Clerks office.*

DO NOT COMPLETE THE FOLLOWING FOUR LINES, TO BE COMPLETED BY NPPD PERSONNEL ONLY. Please list person notified and then place your initials and Shield number and date of notification.

SUNY New Paltz Police Advised: (Person Notified) _____ (Initials/Shield #) _____ (Date) _____

New Paltz Rescue Squad Advised: (Person Notified) _____ (Initials/Shield#) _____ (Date) _____

New Paltz Fire Department Advised: (Person Notified) _____ (Initials/Shield #) _____ (Date) _____

Village Highway Department Advised: (Person Notified) _____ (Initials/Shield#) _____ (Date) _____

MAIN ST.

MAIN ST.

2014

HARP 5K
WALK-RUN
COURSE

ROUTE 33

ROUTE 33

PARKING LOT
(NO PARKING)

START/FINISH

PARKING LOT

PARKING LOT

BOCES CONF. BLDG.

*REGISTRATION

OLD KINGSTON RD

PARKING

WALK-RUN STAGING AREA

RAIL TRAIL

RAIL TRAIL

Mulberry

BROADHEAD

FRONT

HERRY

HUGENOT ST.

HUGENOT ST.



