



## INCORPORATED VILLAGE of WESTHAMPTON BEACH

### Application for Use of Village Property for Municipal Parking Lots

#### INSTRUCTIONS TO APPLICANTS

Please submit two (2) copies of this form, along with a completed **Certificate of Comprehensive General Liability Insurance** showing the Village of Westhampton Beach as an Additional Insured, and an **Application Fee of \$250** and a **\$500 Security Deposit** at least 30 days prior to the requested date, to the:

Village Clerk  
Incorporated Village of Westhampton Beach  
165 Mill Road  
Westhampton Beach, New York 11978

Application for use of Village property is made on behalf of:

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(Name of Individual, Group or Organization)

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

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_ Fax Number: \_\_\_\_\_

#### INFORMATION ON VILLAGE PROPERTY DESIRED FOR USE

Village Parking Lot Requested: \_\_\_\_\_

Estimated Cars/Vehicles: \_\_\_\_\_

Date(s) Requested: From \_\_\_\_\_ To: \_\_\_\_\_

Time of Event: From \_\_\_\_\_ To: \_\_\_\_\_

Rain Date: \_\_\_\_\_ (Must be determined 24 hours in advance and notification made to WHB Police Department)

**YOU WILL RECEIVE A SPECIAL PARKING PERMIT FROM THE VILLAGE CLERK BASED ON THE NUMBER OF CARS ON APPLICATION FOR THE DATE AND TIME OF EVENT TO BE PLACED IN THE WINDSHIELD OF ALL CARS.**

**PERMITS ARE TO BE PICKED UP AT VILLAGE HALL 24 HOURS BEFORE THE EVENT.**

**VILLAGE PROPERTY- MUNICIPAL PARKING LOT USE FEES**



INCORPORATED VILLAGE OF WESTHAMPTON BEACH  
165 MILL ROAD  
WESTHAMPTON BEACH, NEW YORK 11978  
(631) 288-1654  
[WWW.WESTHAMPTONBEACH.ORG](http://WWW.WESTHAMPTONBEACH.ORG)

A security deposit of \$500.00 will be required from all applicants who submit an application for the use of Village Property. The deposit is refundable after inspection of Village Property within 72 hours of an event's conclusion by the Department of Public Works.

- **Municipal Parking lots** \$250.00

***Certification by Applicant***

I/We are duly authorized representative(s) of the group or organization named in this application, and have read and agreed to abide by the aforesaid rules.

\_\_\_\_\_  
Signature of Applicant or Representative

\_\_\_\_\_  
Print Name and Title

**SPACE BELOW IS FOR VILLAGE USE ONLY**

Date Application Received:	____/____/____	Approved	<input type="checkbox"/>	Disapproved	<input type="checkbox"/>
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*Application Status*

\_\_\_\_\_  
(Signature of Mayor or Mayor's Designee)

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

Approval of Incorporated Village of Westhampton Beach Trustees (if necessary) Date: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Village Clerk)

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

VILLAGE OF WESTHAMPTON BEACH  
USE OF VILLAGE PROPERTY APPLICATION

INDEMNITY AGREEMENT



STATE OF NEW YORK}

} ss:

COUNTY OF SUFFOLK}

In consideration of issuance by the Village of Westhampton Beach of a Use of Village Property Permit, the applicant voluntarily agrees to indemnify and hold Village of Westhampton Beach and its officers, employees, and agents harmless from and against any and all losses, liabilities, damages, or costs sustained by any person for personal injury, death, or property damage arising out of, or as a consequence to the Use permit.

The undersigned further agrees to indemnify and hold harmless the Village and its officers, employees and agents from and against any and all losses, liabilities, damages, or costs which may be imposed upon, incurred by or asserted against the Village by reason of any act of omission of the undersigned, which result in damage or injury of any kind to any person or any property and which arises out of or is any way connected with the event permitted by this permit.

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Applicant Signature

Sworn to before me this

\_\_\_\_ day of \_\_\_\_\_, 20\_\_

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Notary Public