



Village of Southampton

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631-283-0247 ext. 328 or 321/ Fax: 631-283-4990

Office Hours Monday – Friday, 9:00am – 4:00pm

EXCEPTION TO PARKING LETTER REQUIREMENTS

Please complete the information below and submit via email or stop by in person at our Village Clerk's Office to obtain your letter.

Name of Event/Corporation: _____

Name of Property Ownership: _____

Location of Residence/Event: _____

Date of Event: _____ Timeframe: _____ to _____ # of Participants: _____

Number of Vehicles: _____

POINT OF CONTACTS:

Name: _____ Phone: _____

Email: _____

Notes (please provide specifics if required as needed. Ie: Setup/Breakdown Dates)

Applicant's Signature: _____ Date _____