



# Village of Southampton

23 MAIN STREET  
SOUTHAMPTON, NEW YORK 11968-4899  
Website: www.southamptonvillage.org  
Email: info@southamptonvillage.org

**APPLICATIONS MUST BE SUBMITTED 10 BUSINESS DAYS PRIOR TO BOARD MEETING AT WHICH YOU WISH TO BE HEARD ALL APPLIXATIONS MUST BE COMPLETE, WITH INSURANCE CERTIFICATES ATTACHED.**

## Beach Event Permit Application

Date of Event \_\_\_\_\_ Time of Event from \_\_\_\_\_ to \_\_\_\_\_

Beach Location \_\_\_\_\_ Name of Applicant \_\_\_\_\_

Purpose of Event \_\_\_\_\_

Applicant's Address \_\_\_\_\_ Phone # \_\_\_\_\_

Fax# \_\_\_\_\_ Secondary # \_\_\_\_\_ Secondary Contact \_\_\_\_\_

Corporation Name (if any) \_\_\_\_\_

Village Resident: yes \_\_\_ no \_\_\_ Village Property Owner: yes \_\_\_ no \_\_\_

Caterer (name/contact person/phone #) \_\_\_\_\_

Valet Parking? yes \_\_\_ no \_\_\_

Security/Valet Company name and number (if any): \_\_\_\_\_

(submit service contract for this event)

Estimated attendance & Fees:	Residents	Non-Residents
<input type="checkbox"/> 0-50 People	\$0.00	\$500.00 & \$2500.00 Deposit
<input type="checkbox"/> 51-99	\$100.00 & \$500.00 Deposit	\$1000.00 & \$2500.00 Deposit
<input type="checkbox"/> 100-199	\$250.00 & \$500.00 Deposit	\$2500.00 & \$2500.00 Deposit
<input type="checkbox"/> 200+	\$250.00 & \$500.00 Deposit	\$5000.00 & \$2500.00 Deposit

Tent or Structure? yes \_\_\_ no \_\_\_ if yes describe \_\_\_\_\_

(separate permit required)

Bonfire? yes \_\_\_ no \_\_\_ if yes describe \_\_\_\_\_

(separate permit required)

Music System yes \_\_\_ no \_\_\_ if yes describe \_\_\_\_\_

(please specify live band, disc jockey, cd player/radio, etc.)

Name of Audio Equipment Operator/Company: \_\_\_\_\_

(needed if equipment not operated by applicant or DJ)

Number of Audio Equipment Operator/Company: \_\_\_\_\_

Restroom facilities needed? yes \_\_\_ no \_\_\_ Parking exemption needed? yes \_\_\_ no \_\_\_

Sanitation: Please state in detail the removal of refuse and provisions for sanitation facilities:

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Note: removal of refuse and provisions for sanitation facilities are at the applicant's expense.

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

Please print \_\_\_\_\_

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**VILLAGE ADMINISTRATOR**

Certificate of Insurance _____	Event Fee _____	Amount _____	Deposit _____	Ck# _____
	Tent Fee _____	Amount \$100.00		Ck# _____
	Bonfire Fee _____	Amount \$25.00		Ck# _____

**APPROVED** \_\_\_\_\_ **DATE** \_\_\_\_\_

**Village Administrator**

Submit all pages of this application including tent/ bonfire applications to Village Clerk's office.

## **BEACH EVENT GUIDELINES**

All beach activities must comply with Southampton Village Code.

No admission fees may be charged for functions conducted on Village property, and fund-raising activities are not permitted, except as approved in advance by the Board of Trustees.

Beach events may not use vehicles on the beach between the hours of 9am and 6pm, from June 15 thru September 15.

4 X 4 Vehicle Permits are required for drive-on access to village beaches.

Beach events may not set up before 5pm and must be completely cleaned up before 9am on the following day.

Pallet wood, wood containing metal, treated lumber or wood containing paint, glues or adhesives are not permitted for use in bonfires.

Only service animals are permitted at a beach event.

It is the responsibility of the applicant to remove all garbage and debris and restore the event area to the condition in which it was found.

This application shall be accompanied by a Certificate of Comprehensive General Liability Insurance with limits of not less than \$1,000,000 per occurrence (bodily injury/property damage) AND \$2,000,000 aggregate. The Village of Southampton must be named as an additional insured for this activity. Failure to supply the necessary insurance coverage will result in disapproval of this application. The Board of Trustees may require lower or higher limits of protection in the sole discretion of the Board of Trustees.

A copy of the Beach event permit must be at the event and be made available upon request.

Southampton Village reserves the right to shut down any event, at any time for any violation of these rules or failing to comply with Village code.

The applicant further consents to an inspection of the premises by a police officer or other enforcement officer, upon request, for the purpose of ensuring that the terms and conditions of the permit are met and agrees to abide by any and all ordinances of the Village of Southampton, including, but not limited to Chapter 77 "Noise", Chapter 86 "permit parking", and Chapter 110 "vehicle and Traffic" of the Village of Southampton Code. Copies of the above mentioned ordinances are available upon request.

The undersigned is over 21 years of age, has read these guidelines, and agrees to comply with them. He/she agrees to be responsible to the municipality for the utilization of the Village beach.  
\_\_\_\_\_ does hereby covenant and agree to defend, indemnify

Applicants Name, Please Print  
and hold harmless the Village of Southampton from and against any and all liability, loss, damages, claims, or actions (including costs and attorney fees) for bodily injury and/or property damages, to the extent permissible by law arising out of or in connection with the actual or proposed use of this Village of Southampton location.

Application Signature \_\_\_\_\_ Date \_\_\_\_\_