



# Parks, Recreation and Historic Preservation

NYS Parks  
Bureau of Marine Services  
Albany, NY 12238

Ph: (518) 474-0445

## Application for Marine Regatta Permit

**Note:** Read all instructions before filling out this application. Failure to comply with instructions shall be considered cause for denial of permit. Falsified answers shall also be considered cause for denial of permit.

### -INSTRUCTIONS-

1. Complete all applicable sections of the attached application. Since the original Regatta Application may have to be reproduced, it is requested that a typewriter or black ink **only** be used in filling out this form.
2. Attach accurate section of chart, or **scale drawing** of the waterway upon which the regatta is to be held, indicating the boundaries of the Regatta area, the various courses, areas to be used for official boats, starting and finishing lines, launching pits, area to be used for spectator craft, how various areas are marked, location of officials' stand, distances from shore, etc. The drawing must show that other recreational and commercial boating traffic has sufficient room to maneuver around the event. If the size of the waterway does not permit sufficient room, please include details about how said traffic will be guided through the course during the event.
3. Submit the application and drawing to the local County Sheriff's Office or other interested Law Enforcement Agency operating a marine patrol on this particular body of water. They should sign the drawing where indicated, and complete the attached **Letter of No Objection** indicating that they have been notified and that there are no objections to the holding of this event. Use the enclosed form for this task.  
  
**\*\*\*For events on the Erie Barge Canal, the Champlain Canal, Mohawk River and all connecting waterways applications must be made to the New York State Parks. For more information on event permits for this area please call (518) 474-0445.**  
  
**\*\*\*For events taking place in the Adirondack or Catskill Park regions applications must be made to the New York State Department of Environmental Conservation. For more information on event permits for this area please call (518) 473-9518.**
4. Applications **MUST** be submitted to State Parks at least **30 days prior to the date of the event**. Send the application, drawing and letter of no objection to the address above. Enclose a check or money order, made payable to "NYS Parks" in the proper amount, for each application submitted.
5. **Special Navigation Inspectors.** A minimum of three persons must be listed as Special Navigation Inspectors and **ARE REQUIRED** to be familiar with all provisions of the New York State Navigation Law. The Special Navigation Inspectors shall be expected to take whatever measures are necessary to insure the safety of participants, spectators or any other person during the authorized regatta. They shall also assist in helping boat traffic pass through the regatta area as needed. The "Person-in-Charge" cannot be listed as a Special Navigation Inspector, nor shall law enforcement or on-call emergency personal. USCG Auxiliary may serve in this capacity.
6. The Person-in-Charge of the Regatta shall be responsible for properly completing the "Special Navigation Inspectors Joint Report" and returning same to the Bureau of Marine Services **WITHIN 48 HOURS** after completion of each event for our files and future reference. Accidents during an event should be detailed in this report.  
**Failure to submit this report may result in a denial of future permits.**
7. Applicants must be at least 18 years of age
8. **The completed application MUST be received in its entirety or it will not be processed.**



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## Application for Marine Regatta Permit

**Note:** Read all instructions on previous page before filling out this application. Failure to comply shall be considered cause for denial of permit. Falsified answers shall also be considered cause for denial of permit.

1. Sponsoring Organization Telephone Number: \_\_\_\_\_  
 Organization Name: \_\_\_\_\_  
 Organization Address: \_\_\_\_\_  
 \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

2. Person In Charge of Regatta Telephone Number: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

3. Waterway \_\_\_\_\_ 4. County \_\_\_\_\_

5. Type of Regatta (Sailboat Race, Ski Show, Marine Parade)  
 \_\_\_\_\_

6. Is this an Application for a Single Event Permit or Multi Event Permit?  
 Single Event (\$15 Fee) Multi Event (\$50 Fee)

7. Duration of Event:

<b>Begins: Date</b> _____	<b>Time:</b> _____	<b>End: Date</b> _____	<b>Time:</b> _____
<b>Begins: Date</b> _____	<b>Time:</b> _____	<b>End: Date</b> _____	<b>Time:</b> _____
<b>Begins: Date</b> _____	<b>Time:</b> _____	<b>End: Date</b> _____	<b>Time:</b> _____
<b>Begins: Date</b> _____	<b>Time:</b> _____	<b>End: Date</b> _____	<b>Time:</b> _____
<b>Begins: Date</b> _____	<b>Time:</b> _____	<b>End: Date</b> _____	<b>Time:</b> _____

Additional dates and times may be submitted on a separate sheet at the time of the application

<p>8. Are trial runs / practice necessary in the area prior to the regatta?</p> <p>Yes                      No</p>	<p>9. Approximately how many and what types of vessels will participate in the event?</p> <div style="border: 1px solid black; height: 40px; width: 100%;"></div>
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<p>10. Did you attach a chart or scale drawing showing the Regatta area, including prominent landmarks, applicable distances, and all measurements? Is it signed by law enforcement?</p> <p>Yes                      No</p>	<p>11. Did you attach approval from local law enforcement for the regatta?</p> <p>Yes                      No                      Agency: _____</p>
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12. Special Navigation Inspectors: Names, phone Numbers and boat type or registration number

Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Boat: \_\_\_\_\_

Additional special navigation inspectors and / or boats may be submitted on a separate sheet at the time of the application

13. Explain the usual type and approximate number of commercial and pleasure boat traffic encountered in the area in which the regatta is to be held?

14. Is there sufficient water for recreational and commercial traffic to operate around or past your event?

Yes  
  
No

If no, explain how you will allow traffic through your event.

15. Are you aware of any objections from other interested parties?

Yes  
  
No

If yes, please explain. Attach additional sheets as necessary.

Your signature below will attest to the fact that you have answered all questions truthfully and provided all requested information to the best of your ability.

Signature of Person in Charge of Regatta: \_\_\_\_\_

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

# REGATTA

## Marine Law Enforcement Letter of No-Objection

To: *Richard Stefanski, New York State Parks – Marine Bureau (518-474-0445)*

Law Enforcement Agency\*: \_\_\_\_\_

Re.: *Marine Regatta Waterway:* \_\_\_\_\_

*Dates:* \_\_\_\_\_

*This office has reviewed the applicants diagram and discussed the proposed Marine Regatta. The Regatta meets the following criteria:*

- 1. The Person in charge of the Regatta has met with a member of the Marine Patrol to discuss all aspects of the Regatta.*
- 2. The Regatta will not pose a hazard to navigation.*
- 3. The Regatta will not restrict the flow of traffic on the fore mentioned body of water.*
- 4. The Regatta will not violate any other section of the NY State Navigation Law.*

*This office objects to the proposed Regatta, due to the following reasons:*

\_\_\_\_\_  
\_\_\_\_\_

*Signature:* \_\_\_\_\_

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

*Title:* \_\_\_\_\_

*Agency:* \_\_\_\_\_

*Date* \_\_\_\_\_

**\*Appropriate Agency:**

**Finger Lakes** – *County Sheriff, or Regional Park Police*

**Barge Canal, Champlain Canal & Mohawk River** - *County Sheriff, or Regional Park Police*

**Adirondacks/Catskills** – *Please apply for your permit with Environmental Conservation, not State Parks.*

**All Other Waters** – *County Sheriff if they operate a Marine Patrol. Otherwise please contact your Regional Park Police office.*

**In no instance should this form be completed by any municipal (city, town or village) patrols without prior approval from this office.**

REGATTA

**DETAIL DRAWING OF SURROUNDING WATER/LAND/OBSTRUCTIONS**

Include distances from shore, length of course, spectator locations (if applicable), and any other pertinent information regarding your desired course.



Your signature below will attest to the fact that the drawing is accurate, that all measurements are correct, and all surrounding buoys and structures are represented to the best of your knowledge.

\_\_\_\_\_  
Applicants Signature

\_\_\_\_\_  
Marine Law Enforcement