



**Parks, Recreation
and Historic
Preservation**

**Department of
Environmental
Conservation**

Application for Marine Regatta Permit Instructions

1. The completed application MUST be received in its entirety or it will not be processed.

Applicants must be at least 18 years of age.

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 not, details about how said traffic will be guided through the course during the event must be included in the application.

3. Submit the application and drawing to the local county sheriff's office if they operate a marine patrol. If not, applications should be submitted to NYS Park Police. On Lake George, applications must be submitted to both the local county sheriff's office and the Lake George Park Commission. The reviewing officer must sign the drawing and complete the attached **Marine Law Enforcement Regatta Review** indicating that they have been notified and indicate any objections to the event. This should be done prior to submitting the application to the state office in Albany.

4. Applications **MUST** be submitted **at least 30 days prior to the date of the event.** Enclose a check or money order in the proper amount. **Do not send cash.**

Within Adirondack / Catskill Parks

NYS DEC – Division of Lands and Forests
Bureau of Forest Preserve Management
625 Broadway
Albany, NY 12233-4254

Phone: 518-473-9518

Fee Payable to "NYS DEC"

Outside Adirondack / Catskill Parks

NYS Parks
Marine Services Bureau
625 Broadway
Albany, NY 12238

Phone: 518-474-0445

Fee Payable to "NYS Parks"

5. Special Navigation Inspectors. A minimum of three persons must be listed as Special Navigation Inspectors. The inspectors **ARE REQUIRED** to be familiar with all provisions of the New York State Navigation Law and are expected to take necessary measures to ensure the safety of participants, spectators or any other persons during the authorized regatta. They shall also assist in helping boat traffic through the regatta area as needed. The "Person-in-Charge", law enforcement and on-call emergency personnel can not be listed as a Special Navigation Inspector.

6. The Person-in-Charge of the Regatta shall be responsible for properly completing the "Special Navigation Inspectors Joint Report" and returning **WITHIN 48 HOURS** after completion of each event. Accidents during an event should be detailed in this report. **Failure to submit this report may result in a denial of future permits.**



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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: _____ Email: _____
 Name: _____
 Address: _____

 City: _____ State: _____ Zip Code: _____

3. Waterway _____ 4. County _____

5. Type of Regatta (Sailboat Race, Ski Show, Marine Parade, Swim Event)

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:
Begins: Date _____ **Time:** _____ **End: Date** _____ **Time:** _____
Begins: Date _____ **Time:** _____ **End: Date** _____ **Time:** _____
Begins: Date _____ **Time:** _____ **End: Date** _____ **Time:** _____
Begins: Date _____ **Time:** _____ **End: Date** _____ **Time:** _____
Begins: Date _____ **Time:** _____ **End: Date** _____ **Time:** _____

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

8. Are trial runs / practice necessary in the area prior to the regatta? 9. Approximately how many participants and what type of vessels will participate in the event(s)?

Yes No

10. Did you attach a chart or scale drawing signed by law enforcement that shows the Regatta area, including prominent landmarks, applicable distances, and all measurements?
 Yes No

11. Did you attach Marine Law Enforcement Regatta Review?
 Yes Agency: _____
 No

12. Special Navigation Inspectors: Names, phone Numbers and boat type or registration number

Name: _____
Phone Number: _____
Boat: _____

Name: _____
Phone Number: _____
Boat: _____

Name: _____
Phone Number: _____
Boat: _____

Name: _____
Phone Number: _____
Boat: _____

Name: _____
Phone Number: _____
Boat: _____

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: _____

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Marine Law Enforcement Regatta Review

Law Enforcement Agency*: _____

Marine Regatta Waterway: _____

Dates: _____

This office has reviewed the applicant's diagram and discussed the proposed Marine Regatta. The Regatta meets the following criteria:

1. The Person in charge of the Regatta discussed 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 body of water or an adequate plan is in place to address traffic.
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 Law Enforcement Agency:**

County Sheriff who operates a marine patrol
Otherwise: NYS Park Police

Lake George – County Sheriff and Lake George Park Commission

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

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