

**TOWN OF GUILDERLAND  
PARKS AND RECREATION DEPARTMENT**

[www.townofguilderland.org](http://www.townofguilderland.org)

*Peter G. Barber*  
Town Supervisor

*Jeff Valletta*  
Director of Parks and Recreation

**REQUEST FOR FIELD PERMIT**

NAME OF ORGANIZATION: \_\_\_\_\_

EVENT OR PURPOSE OF FIELD USE: \_\_\_\_\_

LOCATION OF FIELDS: \_\_\_\_\_

FIELD(S) REQUESTED: \_\_\_\_\_ DAY(S): \_\_\_\_\_

TIME: \_\_\_\_\_ DATE(S): \_\_\_\_\_

NUMBER OF PARTICIPANTS: \_\_\_\_\_

LEAGUE RENTAL FEE: \$50/per field per game (Additional \$60 for Use of Lights)

MAKE CHECK PAYABLE TO "TOWN OF GUILDERLAND"

For credit card payments, please call the Parks and Recreation Office at (518) 456-3150.

A 3% processing fee will be applied to each transaction

SPECIAL REQUIREMENTS (Equipment, Supplies, etc.): \_\_\_\_\_

**PERSON IN CHARGE:**

NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

**OFFICE USE ONLY**

Date Request Received:

Date Approved:

Approved By:

Insurance Certificate Received:

Expiration Date:

Received By:

Schedule Received:

Partial Payment Information:

Full Payment Information:

For more information, please contact:

Town of Guilderland Parks and Recreation  
181 Route 146  
Altamont, NY 12009  
Ph. (518) 456-3150 Fax (518) 456-3156