

**Town of
Huntington
EQUIPMENT USE APPLICATION 2024**

Department of Parks & Recreation
100 Main St, Huntington, N.Y. 11743
(631) 351-3089 Fax: (631) 351-3100
email: www.huntingtonNY.gov



Note: Failure to submit all required documents 15 days prior to a scheduled event may put such event in jeopardy of not going forward as planned.

APPLICATION FEE

Non-Refundable\$100

Payable by CHECK, MONEY ORDER or CREDIT CARD

EQUIPMENT FEES

Steel Barricades	\$ 5 Each
Garbage Cans	\$ 5 Each
PA and Speaker System	\$ No Charge
PA and Speaker – deposit*	\$1,000 Each
Portable Trailer Stage - Weekday/Weekend	\$ No Charge
Army Truck Stage – Weekday/Weekend	\$ No Charge

Showmobile Stage Rental

One to four hours	\$ 350
Four to eight hours	\$ 550
Eight plus and additional day(s)	\$ 550 (per day)

*Security surcharge (overnight only) – based on the number of hours

*All checks and/or performance bonds submitted as security deposits will be held by the Department of Parks and Recreation for 30 days from the date of the event. If the check and/or performance bond is not retrieved by the permit holder within 30 days, the check will be deposited by the Department of Parks and Recreation. Request for refund of security deposits must be submitted in writing to the Department of Parks and Recreation prior to December 1 of permit year. Any unclaimed deposits after this date are forfeited and become property of the Town of Huntington.

Permission is requested to rent:

Steel Barricades	_____	Portable Trailer Stage	_____	Truck Stage	_____
	Quantity		Quantity		
Garbage Cans	_____	PA System	_____	Showmobile	_____
	Quantity		Quantity		

Organization requesting use of equipment _____

Name of Event _____

Organization Address _____ Organization Phone _____

Contact Name _____ Contact Phone _____

Contact Address _____

Email address for contact _____ Contact Cell Phone _____

Location for use of equipment _____

Date(s) requested for use of Equipment _____ Hours of use _____ thru _____

As the Applicant, I hereby certify that the information I have provided on the form is complete and accurate to the best of my knowledge. I agree to abide by the terms set forth in this application, and the Rules and Regulations of the Town of Huntington Department of Parks and Recreation. I understand that failure to do so may lead to the cancellation of the event, the denial of use of equipment and the denial of future permit applications, or other legal action by the Town of Huntington.

The Applicant, whether an individual or organization, agrees to hold harmless and defend the Town of Huntington, its officers, agents and employees, jointly, severally, individually or in their individual capacity, from and against any claim, damage, cost, fee including reasonable attorney fees incurred or arising out of the applicant's use and/or occupancy of the Town of Huntington's facilities.

Applicant's Signature _____ Date _____

TOWN BOARD