

Inc. Village of New Hyde Park
RESTAURANT/PUBLIC ASSEMBLY PERMIT
GENERAL INFORMATION

Authority: Village Fee Schedule Addendum to Code Book

FEES: Restaurant up to:	20 Seats	Fee: \$75.00
	21-50 Seats	Fee: \$125.00
	51-200 Seats	Fee: \$200.00
	101-200 Seats	Fee: \$300.00
	More than 200 Seats	Fee: \$500.00

1. Fee **MUST** be paid at time application is filed.
2. All fees are non-refundable.
3. All blanks on the application are to be filled in. If an item is “not applicable” not as N/A. Leave no blanks. *****PLEASE PRINT*****
4. All applications are subject to Village Board approval. Certain applications are issued at the discretion of the Village Clerk pending approval.
5. No license or permit will be issued if the applicant, business, or a principle of the corporation submitting the application has any outstanding unpaid violations due the Village.
6. The permit issued by the Village Clerk must be prominently displayed and readily available for review by any Village designated authority.
7. All permits are issued on an annual basis and expire January 31st of each year. There is a ten (10) day grace period. If permits are not renewed timely you will be subject to a \$100.00 late filling fee.

The following information is required to be submitted with the application. Any missing information will delay the application process.

1. Copy of your New York State Liquor License.
2. Copy of Nassau County Board of Health Permits.
3. Copy of Nassau County Sewer Use Permit-Contact Nassau County Industrial Waste Control-516-571-7319 or 7320
4. Floor Plans, to scale, for all floors within premises, with statement of anticipated use.
5. Statement of proposed alterations if new establishment.
6. Statement of days and hours of operation.
7. If Live Music/Cabaret Permit is being applied for location of music or sound system with a statement of days and hours of operation.
8. Seating capacities.
9. Names of all principals, corporate officers, directors and shareholders.
10. Copy of filing receipt and Certificate of Incorporation for the corporate enterprise.
11. Name and address and consent of the owner of the property for the use as a restaurant.

Inc. Village of New Hyde Park

RESTAURANT/PUBLIC ASSEMBLY PERMIT APPLICATION

Complete both sides of application

DATE: _____ NEW ISSUE or RENEWAL _____

APPLICANT NAME: _____

APPLICANT'S ADDRESS: _____

APPLICANT PHONE NUMBER: _____ CELL NUMBER: _____

E-MAIL: _____

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

BUSINESS PHONE: _____ CELL NUMBER: _____

E-MAIL: _____

RELATIONSHIP OF APPLICANT TO BUSINESS: _____

TYPE OF USE: (RESTAURANT, BOWLING ALLEY, ETC.) _____

HAS A CERTIFICATE OF OCCUPANCY BEEN ISSUED FOR THE BUILDING? _____

DOES THE APPLICANT OCCUPY THE SAID PREMISES UNDER A LEASE? _____

IF YES, INDICATE: WRITTEN/ORAL: _____ DATE OF LEASE: _____

EXPIRATION DATE: _____ RENTAL SECURITY: _____

DAYS AND HOURS OF OPERATION: _____

SEATING CAPACITY: _____

IS ANY LICENSE UNDER THE ALCOHOLIC BEVERAGE CONTROL LAW NOW IN EFFECT OR
PENDING IN THE NAME OF THE APPLICANT?

IF YES: DATE GRANTED: _____ NUMBER: _____ OR APP'L. DATE: _____

ARE YOU ALSO APPLYING FOR A CABERET PERMIT: _____

OVER

Inc. Village of New Hyde Park
**RESTAURANT/PUBLIC ASSEMBLY PERMIT
APPLICATION**

IF A CORPORATION, NAME AND ADDRESS OF PRINCIPLE OFFICERS:

DATE OF INCORPORATION: _____

PRESIDENT: _____

ADDRESS: _____

VICE PRESIDENT: _____

ADDRESS: _____

SECRETARY: _____

ADDRESS: _____

TREASURER: _____

ADDRESS: _____

HAS APPLICANT (IF CORPORATION ITS STOCKHOLDERS, IF PARTNERSHIP ALL PARTNERS) EVER BEEN CONVICTED OF ANY CRIME, MISDEMEANOR OR VIOLATION OF ANY LOCAL LAW OR MUNICIPAL ORDINANCE?

IF YES: STATE NATURE: _____

COURT: _____ DATE OF CONVICTION: _____ DISPOSITION: _____

IN CONSIDERATION OF BEING GRANTED THE PERMIT HEREBY APPLIED FOR, IT IS AGREED THAT THE APPLICANT WILL COMPLY WITH THE REQUIREMENTS OF THE BUILDING DEPARTMENT OF THE VILLAGE OF NEW HYDE PARK NOW IN FORCE OR WHICH MAY IN THE FUTURE BE PROMULGATED FOR PLACES OF PUBLIC ASSEMBLY.

PENALTY FOR FALSIFICATION: FLASIFICATION OF ANY STATEMENT MADE HERE IN MAY BE SUBJECT TO REVOCATION.

SIGNATURE OF APPLICANT: _____

Signature of applicant attests to agreement with terms and conditions of this application.

OFFICE USE ONLY

Violation File Checked: _____ Documentation Required Received: _____

Fee Paid : _____ Date Board Approved: _____ Permit #: _____

Date Issued: _____ Application Received By: _____ Issued By: _____

*****OVER-COMplete BOTH SIDES*****

