



Security Bond Outline

All events require a security bond of a minimum of \$300 per day. The bond **MUST** be submitted either a month after you receive this letter or within at least three (3) weeks **PRIOR** to the event, whichever is earlier.

The dollar figure will be determined by estimating the potential amount of debris created and the potential of clean up without Parks assistance. The purpose of the bond is to give sufficient incentive to the event organizers to leave the park as clean as they found it and adhere to permit restrictions and Parks policies.

The organizer is responsible to:

- Provide clean-up services for the duration of the event.
- Provide a sufficient number of trash bags for the event.
- Empty the trash during the event by pulling out any full trash bags and replacing them.
- Clean up must commence immediately after the crowd disperses, and continue until all have departed and the area is completely cleaned.
- Vehicles must remain on roadways only – no access to lawn areas or pedestrians paths.
- Events must begin and end on time, as detailed on permit.
- All permit policies, rules and regulations must be adhered to. Permission for exception to any of these rules must be indicated in writing on your permit.

Ways to return form:

**Mail: Prospect Park Alliance
Attn: Special Events
95 Prospect Park West
Brooklyn, NY 11215**

The bond should be received in the form of a check or money order payable to Prospect Park Alliance.

Any cost for damages or staffing will be deducted from the posted bond. Bond amount will be refunded provided all clean up is done and rules are followed.