



PALISADES INTERSTATE PARK COMMISSION

P.O. Box 155 • Alpine, New Jersey 07620

Tel. 201 768-1360

njpalisades.org

Bus Permit Instructions

Buses or vehicles seating 15 or more people must obtain a permit for use of the Palisades Interstate Parkway in New Jersey and entry into the Palisades Interstate Park in New Jersey.

Bus Permits are only issued to groups that are visiting our park grounds.

Permits are not issued until a completed application is received. A completed application consists of the following:

- Permit completely filled out and signed by person in charge
- Permit fee (when required)

(Please see Bus Permit Fees and Information.)

You may submit your application by mail or by visiting our Park Headquarters, Monday – Friday 8:30 AM – 4:30 PM. Our mailing address is PO Box 155, Alpine, NJ 07620, or our physical address is Palisades Interstate Park Commission, Alpine Approach Rd., Alpine, NJ 07620. Directions to Park Headquarters can be found on our website. Administrative offices are closed on weekends and holidays.

Your permit will be confirmed by email or you may call our office at 201-768-1360. You will receive a signed copy of the permit along with a placard for the bus window by mail or email.

Bus Permits must be finalized **72 hours** prior to visiting the park or traveling the Palisades Interstate Parkway.

We accept cash, check or money order only. We do not accept credit cards. Checks should be made payable to Palisades Interstate Park Commission.

Applications received without all documents or with incorrect fees will be returned.

*Do not return this page with your application.
Please retain this page for your records.*

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2017 Bus Permit Fees and Information

For groups coming to the park for a park sponsored educational program.

- Permit fee is \$20.00 per bus per day when dropping off or staying in the park.
- Groups must apply on their own behalf. Permits will not be issued to transportation companies.

For groups that are visiting the Fort Lee Historic Park.

- Parking fee is \$20.00 per bus per day and must be paid at the meter the day of your visit.
- A Bus Permit and placard is only required if you are traveling the Palisades Interstate Parkway to get to Fort Lee Historic Park, and must be obtained prior to your visit. If you are not traveling the Parkway a permit is not required.

For groups that are coming to the park for a group picnic or other activity.

- Group must apply for a Group Picnic Permit or Special Event Permit, and pay the associated fees. The bus permit fee will be included with the Group Picnic or Special Event Permit fee. A separate Bus Permit is not required.

Bus Permits are ***not*** issued for weekend access to Ross Dock, Carpenter's Grove or Englewood Picnic Area during the ***Peak Season (weekend before Memorial Day – Labor Day weekend)***, unless they are issued in conjunction with a ***Special Event Permit***.

Outside of the ***Peak Season***, ***Bus Permits*** may be issued for weekend drop-off and pick-up at Ross Dock, Carpenter's Grove and Englewood Picnic Area. Buses must park at Allison Park or Fort Lee Historic Park.

Bus permits may be issued for weekend drop-off and pick-up at Alpine Picnic Area throughout the ***Permit Season***. Buses must park along the Road at Park Headquarters or at State Line Lookout.

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Website: njpalisades.org

2017 BUS PERMIT

ORGANIZATION INFORMATION

ORGANIZATION:		PHONE #:	
PERSON IN CHARGE:		FAX #:	
ADDRESS:		CELL #:	
CITY/STATE/ZIP:		EMAIL:	

AREA INFORMATION

PARK AREA:		DATE:	
# OF PEOPLE:		# OF BUSES:	
TRAVELLING PARKWAY FROM:		TO:	

FEE: \$20.00 per bus per day when dropping off or staying in the park. Cars in group subject to daily parking fee.

SPECIAL ARRANGEMENTS

The attached placard must be displayed on the right side of the front windshield whenever the vehicle is on the Parkway or on Park property. Unless noted above, buses coming to the New Jersey Section of the park must enter via the Edgewater or Alpine entrance, proceed along Henry Hudson Drive, and exit by one of these routes.

Permits for field trips and outings, for groups coming to the park or traveling on the Parkway, must be secured by the school or organization responsible for the students or campers. Groups over 25 people, coming to the park for an event, must apply for a Special Event or Group Picnic Permit. Bus permits are not issued for weekends in-season for buses staying on premises at Ross Dock or Englewood Picnic Areas. Permits will be issued for buses to drop off at these locations and park at Allison or Fort Lee Historic Parks.

Possession of permit does not guarantee entry or re-entry to the park when park entrances and areas are closed or filled to capacity. Buses parking at Fort Lee Historic Park must pay fee at the meter upon arrival, all other applicants must pay fee when submitting permit application. [408.1(g)]

Park entrances, areas and drives may be closed to all traffic due to weather conditions or acts of nature, thereby canceling this permit. If in doubt, the person-in-charge should contact the Park Police at 201-768-6001.

This contract is not valid until all fees have been paid, all required documents have been submitted and it has been signed by both parties. It cannot be sold, transferred or reissued. It is granted with the understanding that the person-in-charge will be present onsite during the event and that they and their group will comply with the permit terms and conditions, attached hereto, and the Rules and Regulations of the Palisades Interstate Park Commission. Permittee must possess a copy of this permit on the day of their event and present it to any Commission employee when so requested. [408.1(f)(1)] Failure to comply with any terms of this permit will result in revocation of this contract, denial of future requests and loss of security deposit. [405.1]

The Undersigned warrants that the information contained on the permit is a truthful and accurate description of the proposed activity and that they have read, understand and agree to abide by all conditions of this contract.

Signed: _____

Person In Charge	Date	PIPC Superintendent	Date
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DATE PAID: _____ AMT: _____ HOW: _____ RECEIPT #: _____