



BYRON W. BROWN
MAYOR

CITY OF BUFFALO
DEPARTMENT OF
PUBLIC WORKS, PARKS & STREETS



STEVEN J. STEPNIAK
COMMISSIONER

DIVISION OF PARKS & RECREATION

ANDREW R. RABB
DEPUTY COMMISSIONER

ADULT SEASONAL PERMIT
Application Process
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The Parks Department will review all completed applications and contact the applicant if any changes are necessary regarding dates, location & times availability.

Seasonal permit applications need to be turned in as soon as possible. Permits will not be issued until the following is received:

1. Proof of proper insurance coverage (\$1,000,000 liability policy naming the City of Buffalo as an additional insured.) **If using a City Olmsted Park, you are required to add the City of Buffalo and Buffalo Olmsted Parks Conservancy as an additional insured.**
2. Permit Fee of \$100 per team (for all Adult Leagues). Make money orders and checks payable to: **CITY OF BUFFALO**. (Please do not send your permit fee in with your application. Permit fees will be due once your field has been assigned – you will receive notification of the amount owed prior to receiving your permit.)
3. A copy of your league schedule.

Please Note: All correspondence for permits will now be made through the following address:

City of Buffalo Parks & Recreation Department
65 Niagara Square, City Hall Room 505
Buffalo, NY 14202
Phone (716)851-9670
Fax (716)851-5200