



## Park Card Application Requirements

### § 137-13.1 Issuance of identification cards.

- A. In order for a club card to be issued to an individual who is 18 or over, he or she must be a resident as defined in § 137-10 and submit to Village Hall the information required in Subsection A(1); and at least three of the documents required in Subsection A(2) as follows:
- (1) A valid and current driver's license bearing the applicant's name or valid passport.
  - (2) The applicant must provide at least three documents from Subsection A(2)(a) through (i):
    - (a) Copy of the most recent signed tax return;
    - (b) Copy of a current mortgage or deed bearing their name, address, and showing section, block and lot number;
    - (c) Whited-out payroll or other government identification;
    - (d) Utility bill with their name;
    - (e) HUD statement bearing the name of the resident;
    - (f) Sales/transfer documents or closing statement bearing the name of the resident;
    - (g) Completed W-2 form;
    - (h) Bank statement;
    - (i) University/college tuition bill bearing the East Hills residence address.
  - (3) The Parks and Recreation Commission may accept such other responsible and verifiable proof that it deems appropriate to meet the requirements of this article.
- B. Identification Cards for individuals over five years but under 18 years.
- (1) In order for order for an identification card to be issued to a individual who is under the age of 18 but over five years of age, he or she must be a resident as defined in § 137-10 and submit two or more of the following documents from Subsection B(1)(a) through (e) at the time of registration, with at least one form showing residency:
    - (a) Birth certificate with raised seal;
    - (b) Latest pre-school, school or college report card or statement of grades;
    - (c) School identification;
    - (d) Passport;
    - (e) Proof of school enrollment.
  - (2) The Parks and Recreation Commission may accept such other responsible and verifiable proof that it deems appropriate to meet the requirements of this article.
- C. In order for an identification card to be issued to an individual under five years of age but over two years of age, he or she must be a resident as defined in § 137-10 and will only have to provide a birth certificate with a raised seal.



INCORPORATED VILLAGE OF EAST HILLS

(516)484-9800

--Park Card Registration Form--

Park Cards Available Monday - Friday 10AM to 2PM

LAST NAME: \_\_\_\_\_ MALE FEMALE

FIRST NAME: \_\_\_\_\_ MIDDLE INITIAL: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

BUSINESS PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

Family/Household Status (please check one):

\_\_\_ Head of Household

If not Head of Household, please check relation to the head of household (please check one):

- \_\_\_ Spouse \_\_\_ Grandchild \_\_\_ Aunt/Uncle \_\_\_ Sole Shareholder \_\_\_ Child
\_\_\_ Sister/Brother \_\_\_ Grandparent \_\_\_ Cousin \_\_\_ Nanny \_\_\_ Caretaker
\_\_\_ Tenant \_\_\_ No Relation \_\_\_ Other Resident

Age Group: Over 15 Years Old 5-15 Years Old Under 5 Years Old Age: \_\_\_

Birthdate (mm/dd/yyyy): \_\_\_\_\_

PART TWO-----Required Additional Information-----

School (if applicable): \_\_\_\_\_ # Children in Household : \_\_\_\_\_

General Practitioner's Name: \_\_\_\_\_ and Phone #: \_\_\_\_\_

Emergency Contact #1 Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Emergency Contact #2 Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Medical Conditions/Allergies: \_\_\_\_\_

--REQUIRED DOCUMENTATION--

ADULT ID'S (18 YEARS AND OVER):

- A. 1 of the following photo identification is required: Valid Driver's License Valid Passport
B. A copy of the deed is required plus at least two of the following documents which must accompany the adult application and show East Hills Address:

- Utility Bill Copy of Mortgage HUD Statement
Government ID Copy of the most recent signed tax return Whited-out Payroll
W-2 Completed Bank Statement Sales/transfer Real Estate document
University/College Tuition Bill Other \_\_\_\_\_

- 5-17 YEAR OLDS: Birth Certificate with raised seal Proof of school enrollment
(2 items Listed) Pre-school, school, or college report card (can be whited-out)
School ID Valid Passport Other \_\_\_\_\_

UNDER 5 YEARS: Birth Certificate with raised seal

--FOR OFFICE USE ONLY--

AUTHORIZED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

FAMILY ID #: \_\_\_\_\_ TEMP.CARD #: \_\_\_\_\_ CARD # ISSUED : \_\_\_\_\_

MAYOR: \_\_\_\_\_ DATE: \_\_\_\_\_

To Be Completed Upon Picking Up Park Cards

I have received a copy of the park rules and agree to comply with these rules.

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Print Name of Card Holder

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Date

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Signature of Card Holder or Parent (if under 16)

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Relationship to Card Holder