

What is the Individual Access Pass?

An Access Pass permits a resident of New York State with a disability, as defined in the attached application, free use of parks, historic sites, and recreational facilities operated by the New York State Office of Parks, Recreation and Historic Preservation and the New York State Department of Environmental Conservation. For a description of these facilities visit www.nysparks.com and www.dec.ny.gov.

The pass holder may have free use of facilities operated by these offices, for which there is normally a charge — for example, parking, camping, greens fees, swimming.

The Pass is not valid at any facility within a park operated by a private concern under contract to the State, or for a waiver of fees such as those for seasonal marina dockage, for a group camp, for reservations of a picnic shelter, for performing arts programs, for consumables (i.e., firewood, electric, or gas), for campsite/cabin amenities, or for fees related to campsite/cabin reservations and registrations.

Access Pass qualifications and requirements are described within the application.

To ensure that your application can be approved for processing please be sure that all of the items below are included when submitting your application.

- ✓ Completed all the Personal Information in Part One
 - ✓ Enclosed a copy of your current New York State Driver License, Non-Driver Identification Card, or a copy of your New York State tax return form IT 201 or IT 150
 - ✓ Enclosed a photo approximately 1" x 1 ¼"
 - ✓ Signed and dated the Authorization and Certification
 - ✓ Enclosed the proper organization certification
- OR**
- Your physician completed all the information in Part Two.

Mail this application, enclosing all required materials to:

Access Pass
NY State Parks
Albany, NY 12238

Please allow 2 - 4 weeks for processing of this application

**For questions contact our office during regular business hours.
518-474-2324**

The Office of Parks, Recreation and Historic Preservation is authorized to collect this information by Section 3.09 of the Parks, Recreation and Historic Preservation Law. It will be used to determine your eligibility and to process your application. If the information you provide is not complete, it will not be possible to process your application. The information will be maintained by the Regional Programs and Services Bureau, State Parks, Albany, NY 12238, 518-474-2324, TTY/TDD through the New York relay service. The information may also be used to contact you about this and other programs of the New York State Office of Parks, Recreation and Historic Preservation.



Printed on recycled paper



INDIVIDUAL ACCESS PASS

Application



State of New York
www.state.ny.us



NYS Office of Parks, Recreation and Historic Preservation
www.nysparks.com



Department of Environmental Conservation
www.dec.ny.gov

PART ONE: Personal Information (Please complete Parts 1 through 4)

I. CONTACT INFORMATION

Birth Date
Month Day Year

Social Security No.

First Name
Last Name

Street Address
City or Town State **NY** Zip Code

Mailing Address (if different than street address)
City or Town State **NY** Zip Code

Telephone Number

2. RESIDENCY REQUIREMENT

Applicants must provide a copy of one of the following which must be in the name of the applicant or, in the case of a minor, in the name of the parent or legal guardian.

- A copy of a currently valid New York State Driver License or Non-Driver Identification card (do not send original)

OR

- A New York State tax return (IT 201 or IT 150) for the current, or if not yet filed, the preceding tax year (financial information may be hidden).

4. AUTHORIZATION & CERTIFICATION

I authorize the release of any pertinent medical information needed to process this application. I certify that the information provided is true to the best of my knowledge and believe and understand that any person who knowingly files a statement containing any materially false information, or conceals for the purpose of misleading information concerning any fact material thereto, commits a fraudulent act. **ANY FALSE STATEMENT MADE HEREIN IS PUNISHABLE AS A CLASS "A" MISDEMEANOR PURSUANT TO SECTION 210.45 OF THE PENAL LAW.**

Applicant/Parent/Legal Guardian Signature

Parent or Legal Guardian must sign for applicants under 18 years of age

Date

PART TWO: Certification

APPLICANT MUST COMPLETE SECTION A OR PHYSICIAN MUST COMPLETE SECTION B

A. ORGANIZATION CERTIFICATION: Attach certification of one of the following issued within ONE YEAR of this application's date.

- **BL** Person who is blind : Certification from the New York State Commission for the Blind and Visually Handicapped that the applicant has a central visual acuity of 20/200 or less or limitation in the field of vision such that the widest diameter of the visual field subtends an angle no greater than twenty degrees in the better eye with the use of a correcting lens.
- **DD** Person who has a Developmental Disability: Certification from the New York State Office for People with Developmental Disabilities that the applicant is eligible to receive services from a program they license, operate, certify or fund.

PLEASE NOTE: The following are **NOT** acceptable proofs of disability:

- New York State Handicapped Parking Permit
- Medicare or Medicaid Card
- Social Security Statement
- Veterans Administration medical treatment card

Certifications from the following are **NOT** acceptable proofs of disability:

- New York State Employees Retirement System
- New York State Workers Compensation Board
- Insurance Company

B. PHYSICIAN CERTIFICATION: To be completed by the physician only if the Organization Certification in Section A is not provided. **Physician must select** the applicable statement(s) and complete certification below within 6 months of the application date. A disabling condition is acceptable only if it causes one of the functional limitations listed below.

AM Person who has an *amputated arm or leg*: has a fully or partially amputated or congenitally absent arm or leg, excluding the extremities of the hands (fingers) and feet (toes).

BL Person who is *blind*: has a central visual acuity of 20/200 or less or limitation in the field of vision such that the widest diameter of the visual field subtends an angle no greater than twenty degrees in the better eye with the use of a correcting lens.

DF Person who is *deaf*: has profound hearing loss causing the person to primarily rely on visual communications (sign language, lip reading, gestures) and assistive technology.

MH Person who has a *Mental Disability*: receives services from a program licensed, operated, certified or funded through the New York State Office of Mental Health.

WC Person who is *non-ambulatory*: is permanently disabled, requires the use of a wheelchair, and has severe limited mobility. Wheelchair means a manually-operated or power-driven device designed primarily for use by an individual with a mobility disability for the main purpose of indoor; or of both indoor and outdoor locomotion.

PHYSICIAN' INFORMATION

Last Name
SUFFIX
First Name

Street Address
Telephone Number

City or Town State **NY** Zip Code
License Number

I certify the following: the applicant is disabled as indicated by my selection of the applicable qualification; I am currently licensed and practicing in New York State; the above information is true to the best of my knowledge; I believe and understand that any person who knowingly files a statement containing any materially false information, or conceals for the purpose of misleading information concerning any fact material thereto, commits a fraudulent act. **ANY FALSE STATEMENT MADE HEREIN IS PUNISHABLE AS A CLASS "A" MISDEMEANOR PURSUANT TO SECTION 210.45 OF THE PENAL LAW.**

Physician's Signature: _____

Date: _____

Physician's Stamp: _____

Office Use Only
Certification Verification:
Disability Code _____
Approved By _____ **1** **2** **3** **4** **5**
Denial Code (s) _____
Denied By _____
Notes: _____

3. PHOTO



TAPE a photo of the applicant taken within the past year in this space. Photo should be approximately 1" x 1-1/4" with the name written on the back. Do NOT staple, glue, paperclip, or place tape on the front of the photo. Digital photos may be used but photocopies of photos cannot be accepted.