New York State Department Of Labor
Division of Safety and Health
License and Certificate Unit, Room 161A
State Campus, Building 12
Albany, NY 12240
(518) 457-2735

FOR OFFICE USE ONLY
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W.C. _____
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Location Notice

For Amusement Devices, Viewing Stands or Tents at Carnivals, Fairs and Amusement Parks

Instructions: List in date order all locations at which amusement devices, viewing stands or tents, will be set up. Each item of equipment you will operate in New York State must be listed on the Equipment Inventory form and assigned a number by you. For each location listed on this form, the number you assigned to each item of equipment must be posted in column 5. These forms may be obtained from the address shown above. The Location Notice and Equipment Inventory, which may be submitted on your own stationery if all necessary information is provided, must be received at least fifteen working days prior to the first use of an amusement device, viewing stand or tent in New York State.

Name Of Organization Or Person Filing This Notice | Permanent Address | Telephone No.

Intended Dates And Locations Of Use Of Amusement Devices, Viewing Stands Or Tents

2. From (Opening Date at Amusement Site)	3. To (Closing Date at Amusement Site)	4. Location Where Devices, Stands Or Tents Will Be In Operation		5. Inventory No. (From Equipment Inventory Form)
		Complete Address (City-Town-Village-Route-etc.)	County	

Space For Additional Dates On Reverse - **This Form Must Be Signed On Reverse**

Intended Dates And Locations Of Use Of Amusement Devices, Viewing Stands Or Tents

2. From (Opening Date at Amusement Site)	3. To (Closing Date at Amusement Site)	4. Location Where Devices, Stands Or Tents Will Be In Operation		5. Inventory No. (From Equipment Inventory Form)
		Complete Address (City-Town-Village-Route-etc.)	County	

The above noted devices, viewing stands or tents are to be used on intended dates and locations specified.

6. Signature And Title Of Person In Authority

7. Date

Forward To:

Amusement Devices:

New York State Department of Labor
License and Certification Unit
State Office Campus
Building 12, Room 161A
Albany, NY 12240

Viewing Stands and Tents:

New York State Department of Labor
Division of Safety and Health
Engineering Services Unit
State Office Campus
Building 12, Room 154
Albany, NY 12240

Notice of unscheduled use shall be given to the License and Certificate Unit at the address shown above or by phone at (518 457-2735)