



# ULSTER COUNTY DEPARTMENT OF HEALTH

239 Golden Hill Lane, Kingston, NY 12401-6441, (845) 340-3150, Fax (845) 334-8337

**MICHAEL P. HEIN**  
*County Executive*

**CAROL M. SMITH, MD, MPH**  
*Commissioner of Health and Mental Health*

Dear Campground Owner/Operator:

Enclosed is an application for a permit to operate a **Campground** in Ulster County. **Year Round Permits** are issued for the period beginning **December 1 and ending November 30 of the following year** and **Seasonal Permits** are issued for the dates the facility operates. **This application and the appropriate fee(s) must be submitted before a permit can be issued. Please be advised that operating without a valid permit is a violation of Part 7-3 of the New York State Sanitary Code and may subject you to an administrative enforcement action and may result in closure.** Also, it is the responsibility of the owner and/or operator of a campground to notify the Ulster County Department of Health in writing of any changes in the status of the operation of your establishment (e.g. closing, change of ownership, etc.). **Campground permits are not transferable.**

The following **must** be completed and returned in order for your application to be processed. The application **cannot be processed** if **any** of the required information below is missing or incomplete. If you have any questions regarding the enclosed application, please call the Environmental Health Division at (845) 340-3010.

- Complete the enclosed application
- Enclose copies of **\*Workers' Compensation and Disability** forms or signed CE-200 Exemption form  
     **\*New York State Law requires every facility to have workers' compensation and disability insurance or to have a CE-200 Exemption form from the New York State Workers' Compensation Board. See page four of the application and the WC-DB information sheet for instructions regarding the forms that must be submitted.**
- Enclose appropriate payment of fee(s) by check or money order payable to: **Ulster County Commissioner of Finance**

The fee schedule for Campgrounds is as follows:

### CAMPGROUNDS — YEAR ROUND

1 - 10 Sites.....	\$100.00
11 - 20 Sites .....	\$150.00
21 - 100 Sites .....	\$250.00
More than 100 Sites.....	\$500.00

### CAMPGROUNDS — SEASONAL

1 - 10 Sites .....	\$100.00
11 - 50 Sites .....	\$150.00
More than 50 Sites .....	\$250.00

<b>Water Sample (when required).....</b>	<b>\$40.00</b>
<b><u>Returned check fee</u> .....</b>	<b>\$20.00</b>

### ALL APPLICATION/PERMIT FEES ARE NON-REFUNDABLE

Return all of the above to: **Ulster County Department of Health  
Environmental Health Services Division  
239 Golden Hill Lane  
Kingston, New York 12401**