



a town for a lifetime **IRONDEQUOIT** *New York*

WORKSHOP MEETING

July 8, 2024

4:00 PM

AGENDA

7/4/2024 6:34PM

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATIONS & UPDATES

Community Members on the Climate Smart Task Force

DEPARTMENT HEAD UPDATES

REVIEW OF AGENDA ITEMS FOR THE July 16, 2024 RTB MEETING

ITEM(S) FOR BOARD ACTION

07WS2024-1 Resolution Authorizing Grant Funding Awarded Under the States Law Enforcement Technology (LETECH) Program for State Fiscal Year 2024-2025

07WS2024-2 Resolution Awarding a Bid for the Purchase of Body Worn Camera Hardware and Management System

07WS2024-3 Resolution Approving an Agreement with New York State Department of Environmental Conservation Automated Licensing Services Program

NEXT REGULAR TOWN BOARD MEETING...July 16, 2024 @ 7 PM

**EXTRACT OF THE MINUTES OF A MEETING OF THE TOWN BOARD
ADOPTING A RESOLUTION AUTHORIZING GRANT FUNDING AWARDED
UNDER THE STATES LAW ENFORCEMENT TECHNOLOGY (LETECH)
PROGRAM FOR STATE FISCAL YEAR 2024-2025**

At a workshop meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 8th day of July 2024, at 7:00 p.m. local time, there were

PRESENT:

Andraé Evans
Ann Cunningham
Grant Malone
John Perticone
Peter Wehner

Town Supervisor
Town Board Member
Town Board Member
Town Board Member
Town Board Member

Harter Secrest & Emery LLP

Attorney for the Town

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, because new technology and equipment can help prevent and solve crimes and improve public safety; and

WHEREAS, the New York State's Law Enforcement Technology Program ("LETECH") has awarded the Irondequoit Police Department funding in the amount of \$155,900.00. The grant award notice is attached hereto as **Attachment A**; and

WHEREAS, the LETECH grant is a one-time payment of \$155,900.00 for the 2024-2025 fiscal year; and

WHEREAS, per the terms of the grant, the funds may be used for: surveillance cameras, license plate readers, acoustic gunshot detection, unmanned aerial vehicles, 3-D crime scene laser scanner, scanners/readers or radios, software applications, development and deployment, patrol vehicle equipment (PC, scanners printer, etc), body worn equipment and lighting systems.

NOW THEREFORE BE IT RESOLVED, that the Town Board accepts the LETECH grant in the amount of \$155,900.

AND BE IT FURTHER RESOLVED, that the Town Board authorizes the Supervisor or Chief of Police to enter into all agreements necessary to accept the grant award.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member Perticone	voting_____
Town Board Member Wehner	voting_____
Town Board Member Malone	voting_____
Town Board Member Cunningham	voting_____
Town Supervisor Evans	voting_____



Grant Award Notice

Friday, May 31, 2024

The Division of Criminal Justice Services (DCJS) is pleased to advise you that your agency will receive funding under the State's Law Enforcement Technology (LETECH) Program for State Fiscal Year (FY) 2024-2025.

Project Name	Award Amount ¹
IRONDEQUOIT POLICE DEPARTMENT Law Enforcement Technology (LETECH) Program	\$155,900.00
Budget	Term Dates
SFY 2024-25	April 1, 2024 to March 31, 2025

Additional Information:

We are pleased to inform you that Governor Kathy Hochul secured additional funding in the SFY 2024-2025 Budget to assist in the acquisition of law enforcement technology and equipment.

Please note that you will not receive a DCJS grant contract for this funding; instead you must sign and return an online attestation form, located at the following weblink:

<https://survey.alchemer.com/s3/7859407/NYS-DCJS-LETECH-2425-AttestationForm>

Upon completion of the attestation form, funds will be sent to your agency in one payment by the DCJS Office of Budget and Finance.

You may use the funds on any previously approved item within your application, or on any of the following items:

- Surveillance Cameras (Mobile/Fixed)
- License Plate Readers (Mobile/Fixed)
- Acoustic Gunshot Detection Systems
- Unmanned Aerial Vehicles (UAVs, also known as "drones")
- 3-D Crime Scene Laser Scanner
- Scanners/Readers/Radios
- Software Applications, Development and Deployment
- Patrol Vehicle Equipment (PC/Tablet, Scanners, Printer, etc.)
- Body Worn Equipment
- Lighting Systems

¹ The award amount listed above is contingent upon the completion and submission of the attached attestation form.

Funds may not be used to support the following purchases or expenses:

- a) Firearms
- b) Conductive Energy Devices (e.g., Tasers and Stingers)

In addition to any county or municipal procurement restrictions, awardees must adhere to all current state and federal guidance, as it relates any of the specific equipment supported through this award. These restrictions include, but are not limited to, entities that appear on the OGS Debarment list (<https://ogs.ny.gov/debarred-and-non-responsible-entities>) or on the state's Prohibited Entities List and which have been identified in the National Defense Authorization Act (NDAA) Section 889 - Prohibition on Contracting with Entities Using Certain Telecommunications and Video Surveillance Services or Equipment (<https://researchcompliance.caltech.edu/export/national-defense-authorization-act-ndaa-section-889#:~:text=NDAA%20Section%20889%20%2D%20Prohibition%20on,Video%20Surveillance%20Services%20or%20Equipment>).

If you have any questions, please email dcjs.sm.letechquestions@dcjs.ny.gov

Thank you for your continued partnership. We look forward to working with you in our continued efforts to keep New Yorkers safe and build stronger communities.

**EXTRACT OF THE MINUTES OF A MEETING OF THE TOWN BOARD ADOPTING
A RESOLUTION AWARDING A BID FOR THE PURCHASE OF BODY WORN
CAMERA HARDWARE AND MANAGEMENT SYSTEM**

At a workshop meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 8th day of July 2024, at 4:00 p.m. local time, there were

PRESENT:

Andraé Evans	Town Supervisor
Ann Cunningham	Town Board Member
Grant Malone	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP	Attorney for the Town
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Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, it is necessary to replace the Irondequoit Police Department's existing body worn cameras and related software system in order to enhance the effectiveness of law enforcement while promoting professional accountability; and

WHEREAS, the Town of Irondequoit issued an Invitation to Bid and caused the Notice to Bid to be published in the *Daily Record* on June 12, 2024, as well as publishing the Invitation to Bid on the Town website in compliance with General Municipal Law § 103 and Chapter 51 of the Irondequoit Town Code, requesting bids (Town Bid No. 2024-5), in order to ascertain the best value to the Town; and

WHEREAS, sealed bids were received and publicly opened and read on June 26, 2024 at 10:00 a.m.; and

WHEREAS, the lowest responsible bidder meeting all of the bid specifications, including offering a detachable battery for the BWCs, was Motorola Solutions in the amount of \$238,500.00; and

WHEREAS, funding for this expense is available through the Law Enforcement Technology Program grant accepted by the Town Board in Resolution No. 2024-__ with the remainder of the funding available in account # A1312000-521000.

NOW THEREFORE BE IT RESOLVED, that the Town Board awards the bid for the purchase of BWCs and related software to Motorola Solutions in the amount of \$238,500.

AND BE IT FURTHER RESOLVED, the Town Board authorizes the Town Supervisor and/or Chief of Police to execute any and all documents related to this award as approved by the Attorney for the Town.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Perticone	voting	_____
Town Board Member	Wehner	voting	_____
Town Board Member	Malone	voting	_____
Town Board Member	Cunningham	voting	_____
Town Supervisor	Evans	voting	_____

**EXTRACT OF THE MINUTES OF A MEETING OF THE TOWN BOARD
APPROVING AN AGREEMENT WITH NEW YORK STATE DEPARTMENT
OF ENVIRONMENTAL CONSERVATION AUTOMATED LICENSING
SERVICES PROGRAM**

At a workshop meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 8th day July 2024 at 4:00 p.m. local time, there were

PRESENT:

Andraé Evans	Town Supervisor
Ann Cunningham	Town Board Member
Grant Malone	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member
Harter Secrest & Emery LLP	Attorney for the Town

Town Board member _____ offered the following resolution and moved its adoption:

WHEREAS, the issuance of hunting, fishing and trapping licenses/stamps by local governments is a valuable and necessary service to the state; and

WHEREAS, the Town Clerk serves as the License Issuing Agent for hunting, fishing and trapping licenses pursuant to 6 NYCRR177.1(f); and

WHEREAS, as the License Issuing Agent, the Town Clerk must be aware of and carefully follow the mandates of the Environmental Conservation Law and the New York State Department of Environmental Conservation (“NYS DEC”) in connection with the issuance of licenses and/or stamps; and

WHEREAS, the NYS DEC requires all License Issuing Agents to meet specific training requirements and to execute an agreement concerning the issuance of licenses as attached hereto as **Attachment A**; and

THEREFORE BE IT RESOLVED, that the Board authorizes the Town Clerk to execute the agreement attached hereto as Attachment A with the New York State Department of Environmental Conservation as the License Issuing Agent on behalf of the Town.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board member _____ and duly put to vote, which resulted as follows:

Town Board Member	Perticone	voting	_____
Town Board Member	Wehner	voting	_____
Town Board Member	Malone	voting	_____
Town Board Member	Cunningham	voting	_____
Town Supervisor	Evans	voting	_____

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION
LICENSE ISSUING AGENT AGREEMENT

(Do not alter this Agreement. If information is incorrect, please call the New York State Department of Environmental Conservation at 518-402-9362.)

This Agreement entered into between the New York State Department of Environmental Conservation (hereinafter referred to as the "Department"), with offices at 625 Broadway, Albany, New York 12233, and _____

Name

as the ☐ owner ☐ municipal clerk ☐ manager of

Business/Municipality Name

Street Address

City/Town/Village

State

Zip Code

(hereinafter collectively referred to as the "License Issuing Agent").

WITNESSETH:

WHEREAS, the Department is authorized by §11-0713 of the Environmental Conservation Law (ECL) and applicable rules and regulations to appoint agents to issue licenses for the privilege of hunting, fishing and trapping in New York State; and

WHEREAS, the License Issuing Agent has applied to the Department for appointment as such a License Issuing Agent; and

WHEREAS, the Department has determined that the above License Issuing Agent applicant is qualified to be appointed as a license issuing agent.

NOW THEREFORE, the parties hereto agree as follows:

1. DEFINITIONS

As used in this Agreement, the following terms shall have the meaning provided herein:

License Issuing Agent – shall mean both the *License Issuing Agent* and the *License Issuing Officer* as provided in 6 NYCRR § 177.1(f) and (g) of the Department regulations and shall also mean the duly appointed owner, municipal clerk, or manager set forth above.

Assistant License Issuing Agent – shall mean the individual appointed by the Licensing Issuing Agent to receive Department-sponsored training for the purpose of issuing sporting licenses and to be the point of contact for any Department inquiries.

Approved location – shall mean the business' or municipality's address as set forth in the beginning of this Agreement.

2. APPOINTMENT

A. The Department hereby appoints the License Issuing Agent and their duly appointed Assistant License Issuing Agent (designated below) to be an agent issuing hunting, trapping, and fishing licenses at the approved location.

B. The License Issuing Agent hereby appoints _____, _____, as the Assistant License Issuing Agent.
Name
Title

(See paragraph [11.F] herein for information regarding changes in appointment of the Assistant License Issuing Agent.)

3. DEPARTMENT REPRESENTATIONS

The Department hereby agrees that it will:

A. Allow the License Issuing Agent to retain a portion of each license sold as prescribed in Department laws, rules, and regulations.

B. Provide appropriate training and training materials to the Assistant License Issuing Agent, including a toll-free telephone “help desk” service to answer questions and assist with problems.

C. Provide informational materials, in a hard copy or electronic format, for use at the approved location for the License Issuing Agent and their authorized employees to distribute to hunters, anglers, trappers, etc. regarding regulatory requirements for all authorized licenses issued.

4. AGENT REPRESENTATIONS

The Agent hereby agrees that it will:

A. Provide authorization attached hereto as Attachment “A” for the Department to access a bank account for electronic fund transfers to pay for all licenses sold. Fund transfers shall be scheduled on a regular basis as determined by the Department.

B. Pay all amounts due to the Department. Failure to maintain an adequate balance in the License Issuing Agent’s account may result in immediate termination of this Agreement.

C. Provide a compatible computer system including a plain paper printer and access to the internet at no charge to the Department.

D. Indemnify and save harmless the Department and the State of New York from and against all losses from claims, demands, payments, suits, actions, recoveries, and judgments of every nature and description brought or recovered against it in a court of competent jurisdiction, to the extent such loss is attributable to a negligent omission or tortious act of the License Issuing Agent, its agents, or employees, in the performance of this Agreement.

E. Be solely responsible for the supervision and direction of the performance of this Agreement by the Assistant License Issuing Agent and other authorized license issuing employees other than as specifically provided herein.

F. Alert the Department if the License Issuing Agent, Assistant License Issuing Agent, or other person issuing licenses is convicted of a misdemeanor or felony level criminal offense.

G. Not allow a person convicted of a misdemeanor or felony level criminal offense to issue licenses or have access to the license system, unless the person's conviction has been reviewed by the Department.

5. AGENT RESPONSIBILITY

A. General Responsibility: The License Issuing Agent shall at all times during the Agreement term remain responsible. The License Issuing Agent agrees, if requested by the Commissioner or his or her designee, to present evidence of its continuing legal authority to do business in New York State, integrity, experience, ability, prior performance, and organizational and financial capacity.

B. Suspension of Work (for Non-Responsibility): The Commissioner or his or her designee, in his or her sole discretion, reserves the right to suspend any or all activities under this Agreement, at any time, when he or she discovers information that calls into question the responsibility of the License Issuing Agent. In the event of such suspension, the License Issuing Agent will be given written notice outlining the particulars of such suspension. Upon issuance of such notice, the License Issuing Agent must comply with the terms of the suspension order. Agreement activity may resume at such time as the Commissioner or his or her designee issues a written notice authorizing a resumption of performance under the Agreement.

6. LICENSE ISSUING CONDITIONS

A. All licenses authorized to be sold pursuant to this Agreement may only be sold by the License Issuing Agent, the Assistant License Issuing Agent, or authorized employees of the License Issuing Agent at the approved location set forth in this Agreement.

B. All employees authorized to issue licenses by the License Issuing Agent pursuant to paragraph "A" of this section, shall be appropriately trained in the use of the license issuing system and the business rules associated with the sale of sporting licenses and the entire DECALS sales catalog by the Assistant License Issuing Agent prior to using the issuance system.

C. At the Department's discretion, the Assistant License Issuing Agent will be required to take Department sponsored DECALS training as well as take and pass tests associated with training.

D. The License Issuing Agent and his/her employees who are authorized to issue licenses pursuant to this Agreement must abide by New York State Regulations 6 NYCRR Part 177 and 6 NYCRR Part 183.

E. All funds received from the sale of licenses, less any fees established by the Department, will be held in trust for the Department. Monies collected from the sale of licenses are Department funds and any other use of such funds is prohibited. The License Issuing Agent accepts the responsibility and duties of trustee for all funds collected for the benefit of the Department under this Agreement.

F. No license may be sold for a fee in excess of or less than the amount established by the Department.

G. The complete catalog of sporting licenses must be available for sale to the public at the License Issuing Agent's approved location as designated in this Agreement.

7. CONFIDENTIALITY OF PERSONAL DATA

A. All personal data provided by customers shall be kept confidential to the extent required by Law.

B. The License Issuing Agent will ensure that access to the Departments sporting license system is limited to the License Issuing Agent, Assistant License Issuing Agent, and staff at their location who they have authorized to use the system and who have been trained by the License Issuing Agent or Assistant License Issuing Agent, in the business rules regarding the sale of sporting licenses as well as system functionality.

C. Use of the sporting license system is limited to official business as it pertains to sporting licenses and the entire DECALS sales catalog.

8. CHANGE IN OWNERSHIP

In the event of a change in ownership of the License Issuing Agent's business, the Department must be notified 30 days in advance of any such change, and this Agreement becomes immediately terminated at the time of such change in ownership. This License Issuing Agent's appointment is not transferable and shall apply only to the License Issuing Agent's appointment to sell sporting licenses.

9. CHANGE IN MUNICIPAL CLERK

In the event of a change in municipal clerk from that who entered into this Agreement, the Department must be notified within 30 days of such change and this Agreement will become void at the time of such change. To avoid a disruption in service, a new Agreement should be submitted in advance of such change signed by the new municipal clerk.

10. COMPLIANCE INSPECTIONS

The Department reserves the right to inspect the approved location for the purpose of determining compliance with this Agreement.

11. TERMINATION

In addition to any termination event appearing elsewhere in this Agreement, or provided in the applicable Department regulations, the following shall apply:

A. This Agreement may be terminated for cause if the Department determines that any false statements or omissions were made on the License Issuing Agent's application.

B. This Agreement may be terminated for cause for failure to comply with the terms of this Agreement at any or all approved locations at any time by the Department.

C. Either party may terminate this Agreement for convenience by 15 days written notice to the other party. Per ECL § 11-0713 municipalities must request authorization from the Department to terminate the agreement and cease selling sporting licenses.

D. In the event of termination of this Agreement, the License Issuing Agent shall pay for all licenses sold and not previously paid for within 30 days of such termination.

E. Termination for Non- Responsibility: Upon written notice to the License Issuing Agent, and a reasonable opportunity to be heard with appropriate Department officials or staff, the Agreement may be terminated by the Commissioner or his or her designee at the License Issuing Agent's expense where the License Issuing Agent is determined by the Commissioner or his or her designee to be non-responsible. In such event, the Commissioner or his or her designee may complete the contractual requirements in any manner he or she may deem advisable and pursue available legal or equitable remedies for breach.

F. In the event of a change in the appointment of the Assistant License Issuing Agent, the License Issuing Agent shall notify the Department of such change within 15 business days by submitting to the Department a completed revised License Issuing Agent Application Form attached hereto as Attachment "B," which shall provide, among other things, the name and title of the newly appointed Assistant Licensing Issuing Agent. In the Department's sole discretion, this agreement may be suspended or terminated in the event the Department is not notified of any change in appointment of the Assistant License Issuing Agent as provided herein.

12. TERM

This Agreement shall remain in effect from the date of execution until such termination.

13. APPLICABLE LAWS

A. This Agreement shall be governed by the laws of the State of New York.

B. All licenses shall be issued in accordance with the provisions of the New York Codes, Rules and Regulations of the State of New York and New York State Law and the policies and procedures of the Department.

14. TOTAL AGREEMENT

This Agreement together with any laws, documents and instruments herein referenced, shall constitute the entire agreement and any previous communication pertaining to this Agreement is hereby superseded.

15. CONTRACT AMENDMENT

Any agreement revisions, including payment adjustments or time extensions, shall be made by a written amendment to the agreement, signed by both parties.

SIGNATURE PAGE

IN WITNESS WHEREOF, this Agreement has been duly executed by the parties hereto on the day and year appearing following their respective signatures.

LICENSE ISSUING AGENT SIGNATURE	DEPARTMENT SIGNATURE
By:	By:
Print Name:	Print Name:
Title:	Title:
Dated:	Dated:

License Issuing Agent Acknowledgement

State of _____)
) ss.:
County of _____)

On the _____ day of _____ in the year _____, before me, the undersigned, a Notary Public in and for said State, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public

Completed applications with original signatures can be scanned and submitted electronically to decalscredit@dec.ny.gov or mailed in their original form to:

Attn: Revenue and Accounting Unit
New York State Department of Environmental Conservation
625 Broadway, 10th Floor
Albany, New York 12233-4900

Attachment A

New York State Department of Environmental Conservation
Division of Management & Budget Services
Bureau of Revenue Management - 10th Floor
625 Broadway, Albany, New York 12233-4900
Phone: (518) 402-9362
Website: www.dec.ny.gov

Please complete, review and sign this form. **Attach a voided check or a statement from your bank that includes the routing number and account number for the account from which the ACH debits will be drawn and mail these items to the address above.**

New York State Department of Environmental Conservation Authorization Agreement for Direct Payments (ACH Debits) relative to the Department's automated sporting license system.

Agent/Officer Name: _____
Business Address: _____
City: _____
State: _____
Zip: _____
Telephone: _____

I hereby authorize the New York State Department of Environmental Conservation, hereinafter called DEPARTMENT, to initiate debit entries to my account indicated below at the financial institution named below, hereinafter called DEPOSITORY, and to debit the same account. I acknowledge that the origination of ACH Transactions to my account must comply with the provisions of U.S. law.

Branch Name: _____
Address: _____
City: _____
State: _____
ZIP Code: _____
Contact: _____
Telephone: _____
Routing Number: _____
Account Number: _____
Account Name: _____
Account Type: ☐ Checking ☐ Savings

This authorization is to remain in full force and effect until DEPARTMENT has received written notification from me of its termination in such manner as to afford DEPARTMENT and DEPOSITORY a reasonable opportunity to act on it.

Signature: _____ Date: _____

NOTE: ALL WRITTEN DEBIT AUTHORIZATIONS MUST PROVIDE THAT THE RECEIVER MAY REVOKE THE AUTHORIZATION ONLY BY NOTIFYING THE ORIGINATOR IN THE MANNER SPECIFIED IN THE AUTHORIZATION.

**NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION
LICENSE ISSUING AGENT APPLICATION
ATTACHMENT "B"**



LICENSE ISSUING AGENT PERSONAL INFORMATION (Named on page #1 of the License Issuing Agent Agreement)		
FIRST, MIDDLE INITIAL, LAST NAME:		DOB:
HOME ADDRESS:		
STREET/PO BOX:		
CITY:	STATE:	ZIP CODE:
HOME TELEPHONE NUMBER: _____		WORK TELEPHONE NUMBER: _____
HAS APPLICANT SOLD NEW YORK STATE HUNTING AND FISHING LICENSES PREVIOUSLY? ☐ YES ☐ NO IF YES, PLEASE PROVIDE AGENT NUMBER:		
ARE THERE ANY OUTSTANDING LIENS AGAINST OR JUDGMENTS IN THE NAME OF THE APPLICANT? ☐ YES ☐ NO		
HAVE YOU BEEN CONVICTED OF A MISDEMEANOR OR FELONY LEVEL CRIMINAL OFFENSE?* ☐ YES ☐ NO IF YOU HAVE ANSWERED "YES", PLEASE PROVIDE THE FOLLOWING: i. Certificate of Disposition or similar document if the conviction occurred in another state; ii. A signed and dated statement describing the conviction(s), including sufficient detail of events leading up to the conviction and any post-conviction rehabilitation and good conduct; iii. One or more letters of recommendation from someone other than a relative and any additional documentation relevant to review of the application, such as a certificate of relief from disability and documentation showing personal accomplishments since the conviction(s), including professional licenses, rehabilitation documents, courses, or degrees.		
*Note: A response of yes to the above question is not an absolute bar to serving as a license issuing agent or assistant license issuing agent.		
IS THE APPLICANT 18 YEARS OF AGE OR OLDER? ☐ YES ☐ NO		
BUSINESS INFORMATION		
LEGAL NAME OF BUSINESS OR MUNICIPALITY:		
FEDERAL EMPLOYER IDENTIFICATION NUMBER:		
TYPE OF BUSINESS: ☐ GOVERNMENT ☐ SOLE PROPRIETORSHIP ☐ CORPORATION ☐ PARTNERSHIP ☐ LIMITED PARTNERSHIP		
BUSINESS MAILING ADDRESS		
STREET/PO BOX:		
CITY:	STATE:	ZIP CODE:
BUSINESS SHIPPING ADDRESS (If Different From Above)		
STREET ADDRESS:		
CITY:	STATE:	ZIP CODE:
BUSINESS TELEPHONE NUMBER:		BUSINESS FAX NUMBER:
BUSINESS E-MAIL ADDRESS:		
HAS THIS BUSINESS LOCATION SOLD NEW YORK STATE HUNTING AND FISHING LICENSES PREVIOUSLY? ☐ YES ☐ NO IF YES, PLEASE PROVIDE AGENT NUMBER:		

