



# ADOPT-A-TRAIL PERMIT APPLICATION

## CANALWAY TRAIL

**INSTRUCTIONS:**

- Applicant completes all applicable information in Sections I & II.
- Submit completed Application to the appropriate Canal Corporation Permit Office (see Section III).

**Section I Applicant Information**

Name		E-mail Address	
Street Address		City	State      Zip Code
County	Work Phone No. (      )      -	Home Phone No. (      )      -	Fax No. (      )      -

**Section II Permit Information**

Work and Occupancy Permit No. (if pre-existing)	Duration of Work (if applicable) Date Work Begins: _____ Date Work Ends: _____		
Type of Work to be Done			
Description of Canal Property (including existing structures and map or sketch showing adjacent owners, streets, etc.)			
Location of Canal Property			
_____	_____	_____	_____
Applicant Signature	Date	Second Applicant Signature (if joint application)	Date

**Section III Canal Corporation Division Offices****Division Limits**Eastern Division

**Albany Office:** Erie Canal River from the Hudson River to the Montgomery/Herkimer County line; Champlain Canal; Glens Falls Feeder Canal; Port Henry Terminal; and Wilcox Dock (City of Plattsburgh).

**Utica Office:** Erie Canal from the Herkimer/Montgomery County line to the east end of Oneida Lake (including Sylvan and Verona Beaches); Adirondack Canal Lands and all other Reservoirs and Feeder Canals in Oneida, Madison and Herkimer Counties with the exception of DeRuyter Reservoir and Cazenovia Lake.

Western Division

**Syracuse Office:** Erie Canal from Oneida Lake (excluding Sylvan and Verona Beaches) to the Monroe/Wayne County line; Oswego Canal; Cayuga-Seneca Canal; Jamesville and DeRuyter Reservoirs; and Cazenovia Lake.

**Buffalo Office:** Erie Canal from the Monroe/Wayne County line to the Niagara River.

**Addresses and Phone Numbers**Eastern Division

NYS Canal Corporation Albany Office Canal Permit Engineer 30 South Pearl St., 5th Fl. Albany, NY 12207 Phone: (518) 449-6000	NYS Canal Corporation Utica Office Phone: (315) 733-9530 Ext. 36 (mailing address same as Albany Office)
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Western Division

NYS Canal Corporation Syracuse Office Canal Permit Engineer 149 Northern Concourse North Syracuse, NY 13212 Phone: (315) 438-2080	NYS Canal Corporation Buffalo Office Canal Permit Engineer 4950 Genesee Street Cheektowaga, NY 14225 Phone: (315) 423-2080
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**Section IV Official Use Only**

Permit Area Description	
Approval Recommended:	_____
	Division Canal Permit Engineer      Date
Division Approval:	_____
	Division Canal Engineer      Date