

# Group Event Permit

Adopted by Armstrong Trails Board of Directors on 9/14/2021

## **Special Activities Permit Agreement For Use of the Trails Owned by the Allegheny Valley Land Trust**

Permits are required for any commercial activities or organized group activities (e.g. fundraising rides, runs, walks) taking place along Armstrong Trails. **Special activities include any ride, run, walk or other event where participants are being charged a fee to participate or with a group larger than 25 participants.** If the event charges a fee but is sponsored by a non-profit organization, it may be exempt from a permit application fee. If a group wishes to set up tables, signs, rest/transition areas on trail property or host an event on the trail, please indicate needs and we will contact you directly.

To request a Permit for an Organized Group Event, please fill out the following form and mail to: Armstrong Trails, PO Box 777, Kittanning, PA 16201.

### **Fee structure:**

50 or less participants \$100

51 or more participants \$250 + 5% (please include the \$250 with the form, the 5% will be due after the event. Organized group to include event roster with final payment.

**Enclose a Certificate of Commercial Liability Insurance, naming Armstrong Trails and all entities listed beside the trail sections checked, indicating the location of your activity, as additional insured. Insurance limits are \$1,000,000 each occurrence, \$2,000,000 aggregate. For commercial operators, please enclose a copy of your Workers Compensation certificate. Make checks payable to "Armstrong Trails"**

### **General Rules and Guidelines**

- Trail is open from dawn to dusk
- Maximum speed is 15 mph
- By state law, cyclists under the age of 12 must wear helmets
- No vehicles powered by internal combustion are permitted on the trail, except for maintenance and emergency purposes
- Wheelchairs and similar devices built specifically for mobility disabilities are allowed
- Other power-driven mobility devices, not specifically designed for disabilities, may be used in Pennsylvania, provided:
  - Motors on electric vehicles are 250 watts or less
  - Devices weigh less than 100 lbs.
  - Device are no more than 36" wide
  - Devices have fully operating pedals
- No fires or camping, except in designated areas
- Consumption of alcohol is prohibited
- Leash and control your pet; please remove pet waste
- Horseback riding is permitted in designated areas only
- Keep to the right. Pass on the left

- Give an audible signal when passing other trail users
- Stay on the trail and please respect private property
- For emergencies, call 911

**ORGANIZED GROUP EVENT FOR ARMSTRONG TRAILS**

*For multiple events sponsored by the same organization in the same calendar year,  
please submit a form for each separate trip or event.*

1. Date(s) of Activity: \_\_\_\_\_

2. Time(s): \_\_\_\_\_

3. Event/Group Name: \_\_\_\_\_

Non-Profit  **or** For Profit

4. Contact Person: \_\_\_\_\_

5. Contact Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

6. Estimated Number of Participants: \_\_\_\_\_ Fee charged? Yes  No

7. Location of Activity (Please check all that are necessary)

Armstrong Trails

- Manor Township
- Tub Mill Run to Manorville (Ford City)
- Manorville to Kittanning
- Kittanning to Templeton
- Templeton to East Brady

**Starting and Ending Point:** \_\_\_\_\_

8. Type of Activity: \_\_\_\_\_

9. Specific Requests or Details (i.e. requests to set up tables, open gates, etc):

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

PLEASE INCLUDE THE PERMIT APPLICATION FEE:  \$100 (50 or less).  \$250. (51 or more)

Include your event waiver for review and plan for safety measures.

**The Permittee hereby agrees to hold Armstrong Trails and its directors harmless for any and all claims for damages or injuries to persons or property resulting from the violation of any aforementioned rules, regulations, or ordinances and will be responsible for the group's behavior and/or actions. It is required that groups of minors be provided with sufficient adult supervision.**

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

(unsigned applications will not be processed)

\_\_\_ **Enclose a Certificate of Commercial Liability Insurance as stated in paragraph #4 on page 1.**

***Failing to do so may delay or deny your request.***

\_\_\_ **For commercial operators, please enclose a copy of your Workers Compensation certificate.**

\_\_\_ **Make checks payable to & mail application to:**

**Armstrong Trails  
PO Box 777  
Kittanning, PA 16201**