



COLORADO PARKS AND WILDLIFE

2024 Special Activities Agreement

Chatfield State Park

11500 N. Roxborough Park Rd, Littleton CO 80125

SUBMIT COMPLETED ACTIVITY AGREEMENT 90 DAYS PRIOR TO EVENT

GENERAL INFORMATION

Name of Site/ Area Requested:	Date(s) of Request:
	Earliest Set-up Date/Time:
Will you be having multiple events? Yes No	Latest Clean-up Date/Time:
Official Name of Group:	
Name of Event:	
Type of Activity:	Competitive? Yes No
County:	
Number Participants:	Number of Vehicles:

RESPONSIBLE PERSON

DISCLOSURE

This information will be used for both public and park reference.	
Name:	1. Will other state parks be used? Yes No
Address:	If yes, list park(s) _____
City: State: Zip:	2. Will you be selling items at event? Yes No
Public Contact Phone #:	If yes, list items _____
E-mail:	3. Will a fee or donation be collected? Yes No
Social Media:	If yes, amount(s) of fee(s): _____
Event Day Cell Phone #:	
(EVENT DAY CELL FOR PARK USE ONLY)	

CONDITIONS

Please read and initial the following items where indicated.

I understand that I am the responsible party for compliance with Statutes, Regulations and the condition of Park property reserved by this agreement. Violation of these rules or any laws or Park Regulations can result in probation, eviction, citation and/or affect your future use of Chatfield State Park.

- _____ The Division of Parks and Wildlife maintains the right and authority to amend or cancel this permit at any time should the applicant fail to abide by conditions agreed to or if public health, safety and welfare so dictate.
- _____ The permittee agrees to hold harmless the State of Colorado, Division of Parks and Wildlife and their employees, and the U.S Army Corp of Engineers from any death, injury or property damage occurring as a result of this event.
- _____ All participants in the event agree to abide by and obey all rules and regulations of the Division of Parks and Wildlife, and any Federal, State, or Local regulations that may apply. Contact the park office for more information.
- _____ Approval to hold this event does not imply that extra services will be provided nor does it place any additional liabilities upon the Division of Parks and Wildlife.
- _____ The permittee may be assessed a Staff Impact Fee for services provided by the Division of Parks and Wildlife above and beyond those agreed upon prior to approval of application if the impacts to the Park, the natural resources on site, or other visitors exceeds the agreement. The Staff Impact Fee will not exceed the cost to mitigate impacts caused by the event.
- _____ Permittee will insure that all participants stay on designated trails/roadways and the modification of resource features or destruction of any vegetation is expressly prohibited.
- _____ Permittee will park all vehicles in designated areas only. A valid parks pass is required on all vehicles. Exceptions are not made for special activities.
- _____ No implied rights or reservations are granted as to parking spaces. Admission is on a first come, first served basis. Entry to a park may be prohibited when the park is at capacity. Exceptions are not made for special activities.
- _____ The permittee shall supply all necessary resources and equipment to safely conduct this event. The permittee shall be responsible for any and all damage to park resources and/or facilities that result from this event.
- _____ All temporary signs, banners and markers are to be set only with the permission of the park staff and should be approved thirty days prior to the event. No chalk, tape, or paint permitted for marking courses.
- _____ The permittee agrees to provide flyers and/or signs regarding the event one week prior to the event should park staff determine it is necessary to minimize use conflicts.
- _____ To the largest extent possible, the permittee will follow Leave No Trace principles while on the property. These can be found at <https://Int.org/why/7-principles/>.
- _____ The Holder will comply with all State of Colorado requirements related to the COVID-19 virus, including limits on group size and minimum distancing between individuals.

ADVERTISING

1. Will event be publicized?	Yes	No					
If Yes, how?	Television	Radio	Newspaper	Email	Social Media	Internet	Other
If Other, please specify:	_____						

INSURANCE

PROOF OF INSURANCE IS DUE PRIOR TO THE EVENT

If it is determined, the responsible person holding the event will submit a certificate of insurance indicating insurance coverage in the minimum amount of \$350,000.00 personal injury / \$990,000.00 per occurrence as specified in 24-10-114, C.R.S.

---- IMPORTANT ----

The State of Colorado, Colorado Parks and Wildlife , and US Army Corps of Engineers are to be listed as Additionally Insured Parties. The Event Organizer will be Certificate Holder. PROOF OF INSURANCE IS DUE PRIOR TO THE EVENT. Use 11500 N. Roxborough Park Rd, Littleton, CO 80125 as address for all additionally insured parties

APPLICATION SUBMITTAL

Upon submittal of this agreement a non-refundable \$30.00 fee is required with a brief 250 word summary of your event. If additional fees are required to facilitate your event, you will be notified by the Park Operations Manager.

SIGNATURE

Perjury statement: I hereby swear or affirm under penalty of perjury that the information given herein is true and correct to the best of my knowledge and belief.

Signature of Responsible Person

Date

The signature above indicates this individual accepts responsibility for the event and the stipulations listed on this form.

OFFICE USE ONLY FEES

_____	1. Permit fee for administration and processing services: \$30.00						
_____	2. Per person charge in lieu of the required parks pass, if applicable: \$4.00/person per day						
_____	3. A negotiated fee (per attendee or per event) to mitigate impacts: Flat Fee for event: \$ _____ Fee per Attendee: \$ _____						
_____	5. Operational fee to reimburse the park for staff time and equipment if assigned to your event: <table border="1" style="margin-left: 20px;"><tr><td>Armed Ranger:</td><td style="text-align: right;">\$35.00 / hour</td></tr><tr><td>Ranger:</td><td style="text-align: right;">\$25.00 / hour</td></tr><tr><td>Maintenance:</td><td style="text-align: right;">\$25.00 / hour</td></tr></table>	Armed Ranger:	\$35.00 / hour	Ranger:	\$25.00 / hour	Maintenance:	\$25.00 / hour
Armed Ranger:	\$35.00 / hour						
Ranger:	\$25.00 / hour						
Maintenance:	\$25.00 / hour						
_____	6. Other: _____						
\$ _____	Total Amount Due <input type="checkbox"/> Paid Date _____						

DIVISION USE ONLY

Fee Activity

Non-Fee Activity

Approved _____ Denied _____ Signature _____

Date _____