

ARIZONA STATE LAND DEPARTMENT
EVENT PERMIT APPLICATION
for Noncommercial & Noncompetitive Activities by Groups & Clubs

IMPORTANT UPDATES:

The STATE LAND EVENT PERMIT for groups and clubs is designed to provide for non-consumptive and environmentally compatible recreational events on State Trust lands. The application fee is \$50.00, and may permit events totaling no more than 14 days per year, and may not exceed 1280 acres, or 120 linear miles of existing trail as approved by the Department. Events are limited to group members of no more than a total of 50 participants, spectators & staff, who must also obtain separate individual or family recreation permits in addition to the Event Permit. Public Events, or any event hosted for commercial purposes (whether profitable, charitable or nonprofit) are not allowed under a group event permit, and must apply for a Special Land Use Permit.

NOTE: APPLICATION FILING FEES ARE NON-REFUNDABLE.

EVENT PERMITTEE RESPONSIBILITIES: The Groups or Clubs holding an Arizona State Land Department (ASLD) EVENT Permit are expected to respect the land and the rights and improvements of other authorized users. The Event Permit is an ancillary use of Trust land and does not take precedence over, nor may it disrupt or interfere with the lands primary lease activities. The Event Permit is temporary and revocable and does not permit commercial or competitive group events. Lands leased for agriculture, mining, commercial, or military purposes are not open to recreational use nor available for Event Permits. Other State Trust Lands may be closed to some or all recreational uses due to hazardous conditions, dust abatement, in coordination with the Arizona Game & Fish Department or based on certain State, County or Local laws or ordinances.

Examples of EVENT ACTIVITIES ALLOWED: group event permits allow club or group members who hold a valid Individual or Family recreation permit to assemble in groups larger than 12 people but smaller than 50 people, on State Trust Land for limited recreation activities. Group Events are limited to hiking, horseback riding, picnics, bicycling, photography, sightseeing, and bird watching. Camping is restricted to no more than 14 days per year. Off-Highway Vehicular travel & parking on un-surfaced/dirt lots and roads is not permitted on State Trust Land without proper licensing and is subject to strict dust abatement measures within Area A, Area B, or Area C (see Arizona Revised Statutes §41-2121 for description of the boundaries).

GROUP EVENTS SHALL NOT include State Trust Land that is closed by the State Land Commissioner. The Event shall not: disrupt plant and wildlife on, blaze trails across, visit historic and prehistoric archeological sites on, or remove natural products from State Trust Land. The Event shall not cause any refuse or allow any other foreign objects to be deposited on State Trust Land. No member of the group (i.e. participant, spectator or staff) shall discharge a firearm on State Trust Land, except pursuant to lawful and licensed hunting; nor shall the event allow the discharging of paintball, airsoft, or other similar equipment that may endanger fellow permittees, or damage or litter the land.

The permit can take up to 60 DAYS to process. You can do several things to help expedite the process.

1. Complete this application accurately, sign, submit required documents, and proper fee.
2. Provide a land legal description (Section, Township, Range, legal description) of the area(s) proposed for recreational use, or a detailed map of the area(s) of interest. Please indicate the County on the map and enough detail (i.e.: names and/or approximate distance from landmarks, cities, towns, etc.) so that we may convert the information to Section, Township and Range and verify State land ownership.
3. Provide a letter from any grazing lessee of the land you've requested, indicating no objections to the proposed use.

RECREATIONAL PERMIT TERMS AND CONDITIONS: You agree that:

1. The Permit does not include any implied rights to use any land other than State Trust lands. You are responsible for obtaining any other permits (state, federal, local) necessary.
2. You shall comply with all laws, rules, regulations and ordinances. Posting is not required for these provisions to be enforceable.
3. You must obey directives from State Land Department Staff and/or law enforcement officials, including but not limited to all directives attached hereto.
4. All travel is restricted to existing roads and trails. A one time use or single set of tracks does not constitute a road or trail.

5. Recreational motorized vehicles may not be operated within ¼ mile of any building (occupied or not), paved surfaces (roadways, etc.) or stock tanks (wet or dry).
6. Leave gates either open or closed as they are found. No fences will be cut or laid down.
7. Do not harass livestock or wildlife nor damage, destroy or remove any livestock or wildlife improvements or facilities (i.e., windmills, stock tanks, fences, corrals, wildlife watering facilities, etc.)
8. You must completely remove all litter and refuse.
9. Human waste shall be confined to a portable toilet or slit trench which will be covered to ground level upon closing camp. Waste from portable toilets shall be removed from site and disposed of properly.
10. Recreational camping is limited to no more than 14 days per year. A campsite must be at least ¼ mile from any livestock or wildlife water catchments, tanks, drinkers, etc. Abandoned campsites are to be left clean.
11. Campfires are to be thoroughly extinguished. You are required to comply with any campfire restrictions that may be in effect.
12. By acceptance of the permit, you agree to indemnify and hold the State harmless from and against all liabilities, obligations, damages, penalties, claims, causes of action, cost, charges and expenses, including attorney's fees and cost, which may be imposed upon, incurred by, or asserted against the State by reason of any accident, injury or damage to any persons or property occurring on or about the State Trust land or any portion thereof resulting from the use of the permit.
13. You must maintain a minimum of \$1 million liability & property damage insurance during the permit period and depending on the activity/event, a Bond may be required.
14. It is your responsibility to contact (a) the State lessee, to notify him or her of your activities; and (b) the private land owner to obtain permission to utilize private lands.

**ANY VIOLATION OF THESE TERMS AND CONDITIONS
VOIDS THE PERMIT UPON OCCURRENCE!**

AIR QUALITY NOTICE

In addition to current closures by the State Land Commissioner, many cities & counties now restrict the operation & parking of motorized vehicles on unsurfaced roads and vacant lots. Your Arizona State Land Event Permit requires you to obey all laws within the relevant jurisdiction. Check with the County and/or City Law enforcement to determine what rules apply. You are required to provide a plan of compliance with these new laws, prior to the approval of this permit.

If you have questions please contact: (602) 542-4631 or email the Department at Inquiry@land.az.gov.

**RECREATIONAL USE OF STATE TRUST LAND
IS A TEMPORARY USE WHICH MAY BE
TERMINATED AT ANY TIME.**

RETURN TO:
 ARIZONA STATE LAND DEPARTMENT
 PUBLIC RECORDS
 1616 WEST ADAMS
 PHOENIX, ARIZONA 85007
 SUBMIT NON-REFUNDABLE
 FILING FEE: \$50

DEPARTMENTAL USE ONLY		ROLODEX # _____	
ACCOUNTING	T & C	RECOMMENDATION/ INITIAL	DATE
Filing Fee: \$50	Exam: _____	Approve _____	_____
	Exam # _____	Deny _____	_____
	Int Title: _____	Reject _____	_____
N(34)	App Entry: _____	Withdraw _____	_____

EVENT PERMIT APPLICATION
RECREATIONAL ACTIVITIES / EVENTS FOR GROUPS / CLUBS
FOR STATE TRUST LAND
 Type or print in ink.

APPLICATION NO. 26- _____

Complete **ALL** questions, **SIGN** and submit application with **REQUIRED DOCUMENTS** and appropriate **NON-REFUNDABLE** filing fee at least **60 DAYS** prior to intended date of use. A minimum \$1 million insurance policy must be obtained prior to filing this application.

1. APPLICANT:

 Name (Group, Club, etc.)

 Mailing Address

 City State Zip

 Contact Person Area Code/Phone No.

2. TYPE OF APPLICATION:

NEW

(Non-renewable)

 Previous Permit #

NOTE: No more than fifty people and no more than 1,280 acres or 120 linear miles of State land, per application.

3. LEGAL DESCRIPTION:** (Complete below, describe date & locations of events on page 4, & ATTACH A MAP outlining the areas of proposed use.)

<u>TWN.</u>	<u>RNG.</u>	<u>SEC.</u>	<u>LEGAL DESCRIPTION</u>	<u>ACRES</u>	<u>COUNTY</u>	SLD USE ONLY		
_____	_____	_____	_____	_____	_____	CTY	GRT	PARCEL
_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____

4. TERM: The term of this permit shall not exceed 1 year from the date of issuance, and the dates and locations of all Events shall be described on page 4.

5. PURPOSE: Describe proposed recreational use below. A Bond may be required, depending upon the activity/event.

A. How many people will participate in the proposed activity? _____ How many vehicles? _____

B. Describe what physical impact your proposed use will have on the State Trust Land and resources:

C. Will sanitation facilities be provided? Yes No If yes, describe type and how many:

D. Type of vehicle parking accommodation? _____

E. Type of seating? _____

F. Will there be a First Aid Station? Yes No

G. Will the event include use of BLM, Forest Service, Federal, State, County, City, Public Parks, other lands not managed by the Land Department, or State Trust Land subject to a Grazing Lease?
 Yes No

List owners/lessees of lands (private land may be indicated as 'private')

H. Have you obtained or requested permission to use the lands?
 Yes No (Provide documentation.)

I. You must obtain and carry liability and property damage insurance (a minimum of \$1 million) for the event(s). Proof of insurance **must be attached** or your application will be rejected.

6. ALL APPLICANTS MUST read, sign and comply with attached page 3.

7. APPLICANT(S) SIGNATURE:

I hereby certify under penalty of perjury, that the information and statements contained herein, together with all exhibits and attachments are true, correct, and complete. I further agree that I have read and understand the Event Permit Terms and agree that if the Event Permit is approved, I/we will comply with all laws, rules, terms and conditions of the State Land Department and the State of Arizona applicable to the permitted use.

Signature of Applicant/Permittee Date

Signature of Applicant/Permittee Date

