

Centennial/Interurban Trail Use Memo

To: Organizers for Riding, Walking, Running Events
From: Snohomish County Parks and Recreation
Re: Centennial Trail or Interurban Trail for Public Events or Assemblies Permitting Requirements

The Department of Parks and Recreation is requesting the following conditions for permitting of Public Events and Assemblies on the Centennial Trail and Interurban Trail. Applicants/ Licensee must agree to abide by and ensure:

- The following specific verbiage appears in the event release, hold harmless/indemnification statement: “*Snohomish County, its officers, elected officials, agents and employees.*” Licensee shall provide a copy of the event release a minimum of two (2) months prior to event permitting to the Parks Department for their review. Licensee must maintain copies of all executed Releases for a period of three years.
- Provide copies of Event participant registration to the County two weeks prior to making it available to the general public.
- Submit payment for Trail Open Space Use to Department of Parks and Recreation prior to event permitting.
 - \$100 per day + \$1.00 per rider/runner/walker over 300, May 1-October 31
 - \$100 per day + \$1.00 per rider/runner/walker over 500, November 1 – April 30
- For all events occurring May – October, you may be required to hire two (2) or more Park Ranger Assistants to monitor trail use at a rate of \$40/hour each during the event to insure that trail users are abiding by the trail rules listed below.
- Submit \$200 damage deposit / trail cleaning / sign removal deposit to Department of Parks and Recreation prior to event permitting.
- Post free standing event informational signs at least two (2) weeks prior to the event date. Coordinate placement with Park Ranger Staff. Remove any and all signs within 24 hours after trail event. Signs not removed by event promoter will be removed by the Parks Department and deducted from the \$200.00 deposit. **No permanent marking, painting on any property of the Snohomish County Trails.**
- Reserve and complete payment for any Picnic Areas, Shelters or Pavilions’ which the event plans to use on Centennial Trail or within Snohomish County Parks.
- No food or beverages to be sold on the Centennial Trail or park property without a concession permit. Leave the park and trail in the same condition you found them in.
- Gates/ bollards will not be opened or removed for events
- Motorized vehicles are prohibited on Snohomish County Parks and Recreation trail systems
- Provide the parks staff with contact phone numbers of event leaders for the day of the event
- Include within event participant registration materials (written or on-line) with the following statement and bullet points:

Participants must obey all rules of the trail which include but are not limited to:

* Ride no more than two abreast	* Stop at all stop signs
* Speed limit 15 mph	* Ride right, pass on left
* Wear approved helmets	* Audible signal when approaching and passing

Reggie Albin

Events Specialist

Snohomish County Parks & Recreation

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