



GROUP USE PERMIT INFORMATION

Steep Rock Association is a nationally accredited land trust whose mission is to conserve ecologically and historically significant landscapes and riparian corridors in and around Washington, CT, and to enhance the community's connection to nature through outreach, education, and passive recreation.

Steep Rock's protected lands are the places that provide turtles with berries to eat or streams to swim, fish with refuge from hot summer's waters, migrating songbirds with rest and refueling opportunities along their journey or safe locations to establish mating territories and construct nests. There are places for bobcats to den, forests and cliffs for goshawks, owls, peregrines, and other raptors, and so much more. Much of our staff and volunteer efforts go into caring for the land to ensure these special habitats can support the diverse plants and wildlife that call our Preserves their home – all while balancing the need for human connection to the outdoors and passive recreation in nature.

We value our local communities and look for responsible ways to provide access for learning about conservation as well as experiencing nature. So when we're approached by a group or individual with a request for a special outing or activity, we weigh whether the proposed use is compatible with the protection of these natural resources. When possible, we gladly encourage:

- **Educational use of SRA Preserves.** Educational use includes school programs, research projects, and any outing with a learning component. If you would like to bring your group to a Steep Rock Association Preserve, please complete our Educational Use Permit Application at least 15 business days in advance of outing.
- **Small group outings to experience nature.** Small, organized, non-commercial groups of people are welcome to horseback ride, hike, fish, mountain bike, or pursue other low-impact recreation in the Preserves, in accordance with our Preserve Rules. Outdoor recreation, specifically horseback riding, is a part of our heritage. We kindly request that organized groups of 10 or more complete a General Day Use Permit Application at least *15 business days in advance* of your outing. Groups that charge a fee must fill out a Commercial Day Use Permit application *3 months in advance*.

All commercial, for-profit groups/organizations:

- **Commercial use is prohibited without a permit.** All commercial and for-profit groups must have an approved permit to utilize the preserves. Commercial day use includes, but is not limited to, charging an entry or participation fee, or where the primary purpose is the sale of a good or service, regardless of the intent to produce a profit. As a nonprofit organization, the Association does not allow private benefit of our Preserves. Any fees and/or donations associated with an event must be pre-approved by SRA and should be donated to a local nonprofit organization. Please complete a Commercial Day Use Permit Application at least three (3) months in advance. All commercial use applications are reviewed by staff and may need to be reviewed by committee; committees may review applications during their quarterly meetings.



GROUP USE APPLICATION

We are glad that you have decided to spend some time experiencing nature & the outdoors at one of our Preserves. Please complete this application and submit to our office at least 15 business days prior to your event, along with a copy of your insurance certificate with Steep Rock Association named as an additional insured. For questions, call (860) 868-9131 or email info@steeprocksassoc.org.

APPLICANT INFORMATION

Group/Organization Name: _____

Contact Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

- Nonprofit Organization (please attach IRS Determination Letter)
 Educational Organization
 Commercial/For Profit Organization (additional information required)
 Other _____

Name of person responsible on day of event: _____

Phone: _____ Email: _____

- First Time Applicant
 Event previously held in SRA preserve (years): _____

Important Rules & Reminders:

1. The Preserves are open from sunrise to sunset.
2. Please park cars in designated parking areas; no off road parking.
3. No hunting.
4. Non-alcoholic beverages only.
5. Respect other visitors. Enjoy the peace of nature - no loud noise or music.
6. Dogs must be leashed at all times; it's your duty to remove your pet's doody.
7. Horseback riding & mountain biking are permitted on designated trails, see trail maps & posted signs
8. Fishing allowed in areas noted on map; must follow Connecticut fishing regulations.
9. Fires are permitted only in the provided grills and fire rings and when not in fire season.
10. In winter, cross-country skiers to set tracks on one side of trail and others to use other side of trail.
11. Collecting is prohibited - Please leave nature and history where it's found – no removal of plants, fungi, wildlife, rocks, quartz, artifacts, etc.
12. Help us keep the preserve beautiful! PLEASE carry out what you carry in as there are no trash cans.

You can protect nature and provide a wonderful recreational environment for everyone by following the above Rules and Reminders.
Thank you for caring.

Applicant's Initials



GROUP USE APPLICATION

Organization Name: _____

EVENT INFORMATION

Event Date(s) (MM/DD/YYYY) _____

Start Time: _____ Finish Time: _____

Inclement weather date(s)/time: _____

For use of inclement weather dates, applicant must notify SRA via email upon postponement of original date.

Event Type:

- Hike/walk Equestrian Fishing Picnic Education
 Other: _____

Purpose of Activity/Event: _____

Description of Activity/Event: _____

Description of Activity/Event: _____

Will you charge a fee? _____

#Participants(Adult/Children): _____ # of Vehicles: _____

Preserve / Location Requested (please attach a map highlighting proposed areas or trails):

- Steep Rock Preserve (area/trail): _____
 Hidden Valley Preserve (area/trail): _____
 Macricostas Preserve (area/trail): _____
 West Mountain Preserve (area/trail): _____

Note that any proposed commercial/for-profit activity requires additional information.

Publicity plan: None Printed media: _____

Signage: _____
Signage is not allowed on the Preserves without specific request and confirmation from SRA.

Social/digital media: _____ Word of Mouth

We will share name and contact information of our event participants: Yes No

Media Waiver: I agree to grant Steep Rock Association (SRA) permission to record **our event using** photographs or video. I further agree that any or all of the material photographed may be used, in any form, as part of any future publications, brochure, or other printed materials or social media/website, provided those reproductions are for or in connection with SRA's charitable purposes and it receives no other consideration for them. I agree that SRA shall have no obligation to post, display, or otherwise make publicly available any photograph, and may, in its sole discretion, remove or delete it from SRA's website, social media platform, or in other locations. **Yes** **No**

To share photographs/video of your event with SRA, please **send to** info@steeprocksoc.org. Sharing of photographs/video assumes agreement with the above Media Waiver.

Image Credit for shared photographs/video:

I would like the Image credit line to read: _____

I would not like an Image credit line

By signing, I acknowledge that SRA may have an information table set up during the event.

Additional information or requests: _____

<i>For Steep Rock Association Use:</i>		
<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	Date: _____
By: _____		
Comments: _____		



GROUP USE APPLICATION

Organization Name: [_Click or tap here to enter text.](#)

Please note, SRA takes the following into consideration when reviewing applications :

- Connection to our SRA’s strategic goals (Stewardship, Outreach, Education, Passive Recreation, Learning about Conservation, Experiencing Nature)
- Impacts of event on Preserves and our visitors:
 - Only our four public preserves may be utilized (Hidden Valley, Macricostas, Steep Rock, and West Mountain)
 - Preserves without multi-trail networks will accommodate only small outings
 - Any direct benefit of event to nonprofit organizations including SRA, and also the town & local community
 - Number of participants, duration, and type of event
- Publicity (marketing of event on SRA property or SRA social media is not allowed; any ‘day of event’ signs must be pre-approved)
- Applicant’s ability to share event participants’ name & contact information with SRA
- Weddings are not permitted on Steep Rock properties

I have read, understand, and agree to abide by all rules listed on this application. I understand this application may be denied or revoked at any time at the discretion of the Association. I further understand that the preserve is open to the public during the proposed event and that I will not have exclusive use of the Preserve or the event area.

Upon approval, I will receive a copy of this application and a Day Use Sign for my vehicle; I’ll keep them in my possession during the approved event.

X **Signature** [Click or tap here to enter text.](#) **Printed Name** [Click or tap here to enter text.](#)

Date (MM/DD/YYYY) [Click or tap here to enter text.](#)

✓ Yes! I want to do my part to help continue the important conservation work of Steep Rock Association so that groups like mine can continue to enjoy the preserves. Enclosed please find my donation in the amount of:

\$500.00

\$250.00

Other: [Click or tap here to enter text.](#)

Steep Rock Association is a non-profit 501(c)3 land trust, supported by your voluntary donations like yours.

Please make your checks payable to Steep Rock Association.