



Special Use Permit
Mill Cove, Inc.
54 South Main Street
Mansfield, Pennsylvania 16933

Mill Cove, Inc. Point of Contact: Marilyn Jones, jones_mk@yahoo.com 570-549-2794

Permit For: _____
Location(s): _____
Approximate # Expected for Event: _____

Special Use Permit Holder Information:

Name _____
Address _____
E-mail _____
Phone #s _____

This **Special Use Permit** is hereby granted for the period of _____ **and** is revocable at will by Mill Cove, Inc. and subject to the following conditions:

General Permit Conditions:

1. The uses granted by this permit shall be without costs to Mill Cove, Inc. Board of Directors.
2. Work, activity or event is subject to the approval of the Mill Cove, Inc. Board of Directors or designated representative. Requests for use of Mill Cove, Inc. areas for special activities should be received well in advance of the activity and at 14 days prior to the activity or event.
3. A privy is onsite, situated above the large pavilion and is accessible via the Kinder-Morgan Trail. Should permit holder desire use of port-a-potties, the permit holder shall be responsible for the rental of same as well as the removal following the activity or event.
4. The permit holder shall also be responsible for provision or rental of tents, tables, chairs, generator, cord connection between generator and large pavilion electrical box or other amenities.
5. The permit holder shall hold the Mill Cove, Inc., its officers, its agents and employees harmless from any and all claims of any nature whatsoever arising from, or out of, its use of the premises and/or facilities.
6. Mill Cove, Inc. will require Event Insurance, naming Mill Cove, Inc. as additional insured, for any activity or event having potential attendance of more than 200 individuals. A copy of the insurance certificate will be required at the time of the deposit for event or fee for use of the large pavilion.
7. Upon receiving a signed copy of the permit, permission will be granted to use the site only on the dates requested above. The permit holder must be present at event. This request may not be transferred to any other individual or group.

8. The permit holder shall exercise due care in the use of the premises so as to minimize the impact on park facilities as well as the natural, environmental and cultural resources. Driving on or damage of turf is prohibited and all vehicles shall be parked in a designated parking areas. Additional mowing requirements may be done by the permit holder, at no cost to Mill Cove, Inc., but shall not be mowed lower than 3 inches in height.

9. No signs or structures may be attached to Mill Cove, Inc. facilities (i.e. signs). Hooks have been provided on the roadside of the large pavilion for use to hang a banner or sign.

10. There shall be no alteration of the landscape, grass, trees, vegetation or natural resources.

11. Glass containers are prohibited.

12. All trash, signs, debris, tables, chairs, tents, port-a-potties, permitted signs, etc. used for the event shall be cleaned up and removed at the conclusion of the event.

13. A deposit of \$100 is required for all activities that are non-profit in nature and will be refunded if area is cleaned up per permit requirements. A \$200 fee is required for use of the large pavilion, which is non-refundable and a fee of \$100 is required for use of the small shelters, non-refundable.

Please return one signed copy of this permit to the address provided above.

Signature of Special Use Permit Holder Date

Signature Corporate Secretary, Mill Cove, Inc. Date

Approved and Adopted by Mill Cove, Inc. Board of Directors, December 21, 2015.
Revised, Approved and Adopted by Mill Cove, Inc. Board of Directors, November 16, 2016.