



### Woodstock Equestrian Special Park

A facility of The Maryland-National Capital Park & Planning Commission (M-NCPPC)

RENTAL APPLICATION			
<b>MINIMUM 5 BUSINESS DAYS ADVANCED NOTICE IS REQUIRED FOR ALL RENTAL REQUESTS</b>			
Please type or print (legibly).			
Contact Name _____	Company Name _____		
Address _____	Website Address _____		
City _____	State _____	Zip _____	Cell Phone _____
Business Phone _____	E-mail address _____		
Fax Number _____	Event Date(s) _____		
Event Name _____	Estimated Numbers of Trailers _____		
Maximum Estimated Attendance (Including organizers, volunteers, participants and spectators) _____			
Event Time <input type="checkbox"/> 3pm-8pm WEEKDAYS ONLY	<input type="checkbox"/> 7am - 8pm		
Venue Rental			
<b>VENUE(S) REQUESTED / ACTIVITY TYPE - PLEASE CHECK</b>			
<input type="checkbox"/> Riding Arena	<input type="checkbox"/> Cross Country Course	<input type="checkbox"/> Riding Arena & Cross Country Course	
Arrival Time	Start Time	End Time	Departure Time
<b><u>Full day = 13 hours (7am - 8pm); Half day = 5 hours (3pm - 8pm WEEKDAYS ONLY)</u></b>			
Riding Arena & Cross County Course, Full Day, Resident \$400.00			
Riding Arena & Cross County Course, Full Day, Non Resident \$480.00			
Riding Arena & Cross County Course, Half Day, Resident \$250.00 <b>Weekdays Only</b>			
Riding Arena & Cross County Course, Half Day, Non Resident \$300.00 <b>Weekdays Only</b>			
Riding Arena, Full Day, Resident \$200.00			
Riding Arena, Full Day, Non Resident \$240.00			
Riding Arena, Half Day, Resident \$125.00 <b>Weekdays Only</b>			
Riding Arena, Half Day, Non Resident \$150.00 <b>Weekdays Only</b>			
Cross County Course, Full Day, Resident \$200.00			
Cross County Course, Full Day, Non Resident \$240.00			
Cross County Course, Half Day, Resident \$125.00 <b>Weekdays Only</b>			
Cross County Course, Half Day, Non Resident \$150.00 <b>Weekdays Only</b>			
Additional Requirements			
<input type="checkbox"/> Competition Jumps	<input type="checkbox"/> Schooling Jumps	<input type="checkbox"/> Park Police Services (Traffic Control)	
<input type="checkbox"/> Dressage Ring	<input type="checkbox"/> Additional Port-a-Johns	<input type="checkbox"/> Vendor Permit or approval for collection of money	

Payment must be made at time of reservation, we accept MasterCard, Visa, American Express, Discover, Cash, Checks and Money Orders

NOTE: Checks and money orders should be made payable to Active Montgomery

# CONDITIONS OF USE

1. M-NCPPC INCLEMENT WEATHER POLICY: Use of the riding arena and/or cross country is prohibited when:
  - Steady rain is falling
  - Lightning or electrical storm is occurring
  - There is standing water
  - One-half inch of rain or more has fallen within the previous 24 hours.
  - The ground is muddy
  - The ground feels "spongy" and/or soil is frozen.

**NOTE: Officials must cancel all events if any of the above conditions are present.**

2. Vehicle and trailer parking is allowed in designated parking areas only.
3. All trash and animal waste **MUST** be taken offsite with permittee for proper disposal/recycling.
4. The collection of event fees and/or the sale of food or merchandise require prior approval as part of the event application process.
5. All group activity or events will require that all participants furnish the permittee with proof of current negative Coggins. Permittee will provide the permit office with copies of all Coggins' provided upon request.
6. All riders will be required to wear an ASTM/SEI-approved helmet at all times while mounted.
7. No loose horses are allowed in the park. Horses must be attended at all times. Grazing is prohibited.
8. Horses are not to be tied to trees, fences, equipment, etc.
9. Paid lessons or training for a fee is prohibited except during permitted shows or clinics.
10. All equestrian groups or organizations who utilize this facility must provide a certificate of general liability insurance (\$1,000,000 per occurrence) naming M-NCPPC as additionally insured prior to use.
11. Cancellation Policy - Facility cancellations must be submitted in writing at least 30 days prior to date of event, a fee of \$50.00 is required at the time of the change. Reservation changes must be submitted in writing at least 7 days in advance of requested date, a fee of \$50.00 is required for each change.

Any violation of the above rules/regulations will result in an automatic \$50 service charge. Fees subject to change without notice.

***In the event of an emergency*** or any occurrence/problem that interferes with the permit holder's access to or use of the permitted park facility, **contact Park Police at 301-949-3010.**

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Signature / Date