

**FIVE STAR TRAIL**  
**SPECIAL EVENT APPLICATION INSTRUCTIONS**

1. Permits will only be granted to non-profit corporations, fraternal organizations, businesses or municipalities. The permit must be signed by the chief executive officer of the applicant.
2. Applications must be submitted at least three (3) full months in advance of the requested date and will be processed on a first-come, first-served basis. All applications must be reviewed and approved by the Regional Trail Corporation.
3. **ENCLOSE A CERTIFICATE OF LIABILITY INSURANCE NAMING THE REGIONAL TRAIL CORPORATION, CARLOAD EXPRESS, INC. and the SOUTHWEST PENNSYLVANIA RAILROAD COMPANY AS ADDITIONAL INSURED. MINIMUM INSURANCE LIMITS ARE \$1,000,000 EACH OCCURRENCE, \$2,000,000 AGGREGATE.**
4. Return application to:      Regional Trail Corporation  
Post Office Box 95  
West Newton, Pa. 15089-0095
5. Inquiries regarding your reservation should be directed to the Business Manager at 872-5586 Monday-Friday 11 a.m. - 4:00 p.m.
6. The Permittee is bound by all trail rules and regulations.
7. The use of vehicles on the trail is prohibited. Vehicles must remain in designated parking areas at all times.
8. The Permittee hereby agrees to hold the Regional Trail Corporation, the Westmoreland County Industrial Development Corporation, Carload Express, Inc. and the Southwest Pennsylvania Railroad Company harmless for any and all claims for damages or injuries to persons or property and must accept responsibility for the group's behavior and actions at all times.
9. The Permittee must remain on the trail and must ensure that all participants do not enter onto or cross over the railroad tracks at any time.
10. Nothing shall be placed within twelve (12) feet from the centerline of the nearest railroad track.
11. Permittee understands and acknowledges that portions of the trail are located on active railroad lines used for railroad operations and that trains may operate at any time, in any direction and at any speed. Railroad operations entail or cause loud noises, smoke, emissions, dust, steam, odors, vibrations, bright lights and other conditions.
12. Temporary Special Event signs placed on the trail shall not be displayed for more than 7 days, cannot be larger than five (5) square feet and no portion of a sign may be less than twelve (12) feet from the centerline of the nearest railroad track.
13. It is understood that minors will be provided with sufficient adult supervision.

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**SPECIAL EVENT APPLICATION**

(RETURN THIS PORTION ONLY)

APPLICANT: \_\_\_\_\_

TYPE OF EVENT (DESCRIBE IN DETAIL):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

REQUESTED DATE (S): \_\_\_\_\_ APPROX. # OF PARTICIPANTS: \_\_\_\_\_

TRAIL AREA TO BE USED: \_\_\_\_\_

BEGINNING AT: \_\_\_\_\_ ENDING AT: \_\_\_\_\_

START TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

MAIN CONTACT PERSON: \_\_\_\_\_ PHONE NO.: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY OR TOWN: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

\*\*\* SPECIAL REQUESTS \*\*\* (Be Specific):  
\_\_\_\_\_  
\_\_\_\_\_

I have read the Five Star Trail Special Event Application instructions and agree to abide by all the rules contained therein.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

TITLE: \_\_\_\_\_

Below for Regional Trail Corp. Use only

Regional Trail Corporation Approval: \_\_\_\_\_  
\_\_\_\_\_  
SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_