



**SPECIAL EVENT PERMIT**  
 (St. Mary's County Regional Airport)

**Please complete all blanks above the dotted line and sign the Permit in the space provided. An executed copy of the Permit will be returned to you.**

DATE OF EVENT \_\_\_\_\_ LOCATION(S) **St. Mary's County Regional Airport**

TITLE OF EVENT \_\_\_\_\_ SPECIFIC AREAS AFFECTED BY EVENT  
 (List Area(s) and Facilities)

TIME AND DURATION \_\_\_\_\_

EVENT SPONSOR \_\_\_\_\_

PURPOSE OF EVENT \_\_\_\_\_

NO. OF PARTICIPANTS \_\_\_\_\_

FOOD / DRINK SERVED? Y / N \_\_\_\_\_ (see conditions of approval below)

EVENT CONTACT PERSON: Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone No. \_\_\_\_\_

**(Day) (Evening)**

**MAP OF AFFECTED AIRPORT AREAS AND DETAILED TRAFFIC CONTROL PLAN MUST BE ATTACHED**

I, hereby, Agree and Acknowledge that the Event Sponsor and the participants will comply with all applicable Federal and Maryland laws, and will adhere to the conditions of the adopted St. Mary's County Airport Rules and Minimum Standards as granted by this Permit. By affixing my signature on this Permit, the Sponsor and/or the Individual Participants agree to hold the public agencies harmless from any liability incurred by them or to others associated with this Event. This requires the purchase of liability and property damage insurance of at least \$1,000,000, limited to \$100,000 each passenger, per occurrence, with the Commissioners of St. Mary's County included as additional insureds.

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_  
**Sponsor's Representative**

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**CONDITIONS OF APPROVAL**

- The Event must adhere to the airfield locations, number of participants, date(s) and times specified.
- The Sponsor will ensure that ground vehicular traffic and parking conforms to the Rules and Minimum Standards.
- The Sponsor shall be responsible for all aircraft operations/aeronautical activities.
- For 200 or more participants, where food or drink is served, the Event must comply with the attached Special Event Recycling requirements.
- The Sponsor shall ensure the attached Waiver Agreement is executed.
- Other \_\_\_\_\_

DATE \_\_\_\_\_ APPROVED \_\_\_\_\_  
**Airport Manager**

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**SPECIAL EVENT RECYCLING**  
(St. Mary's County Regional Airport)

Senate Bill 781: Environment-Recycling-Special Events, Chapter 338, Acts of 2014 was passed by the Maryland General Assembly and was made effective on October 1, 2014. The new law requires special event organizers to provide for recycling if the special event:

1. Includes temporary or periodic use of a public street, publicly owned site or facility, or public park;
2. Serves food or drink; and
3. Is expected to have two hundred (200) or more persons in attendance.

*Note: Projected attendance may be estimated based on past attendance, number registered to attend, the venue's seating capacity, or other similar methods.*

Special events organizers are also responsible for:

1. Collecting at a minimum, acceptable plastic, metal, and glass containers and clean paper products;
2. Providing and placing clearly distinguished recycling containers (by color or signage) adjacent to each trash container at the event.....except where already provided on site;
3. Providing all labor, equipment, and associated recycling costs necessary to carry out recycling at the special event;
4. Ensuring that the recyclables are collected and delivered to a recycling facility; and
5. Providing separate containers for organic and non-organic recyclable materials if food-scrap recycling services are available.

Special events organizers may fulfill the obligation #4 (above) by any of the following:

1. Self-hauling the materials to the County Convenience Center recycling site,
2. Receiving prior approval from the site owner to use the existing recycling collection system on site, or
3. Contracting with a recycling hauler to collect and deliver to a recycling facility.

We appreciate your assistance in the implementation of Senate Bill 781. In the interim, if you have questions or need additional clarification on these new State requirements, please do not hesitate to contact the St. Mary's County Solid Waste and Recycling Manager at:

St. Mary's County's Department of Public Works and Transportation  
P. O. Box 508  
California, MD 20619  
Phone: (301) 475-4200 Ex : \*3550 - Fax: (301) 863-8810



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### Release and Waiver of Liability

*Each Participant must have a signed "Release and Waiver of Liability" on file. This form must be completely filled out and submitted to the appropriate department. Please read carefully. This is a legal document that affects your legal rights.*

#### St. Mary's County Government Department of Public Works and Transportation

This Release and Waiver of Liability made by/on behalf of \_\_\_\_\_ (the "Participant") and \_\_\_\_\_ (the "Guardian" if the Participant is a minor child). The Participant desires to participate in: \_\_\_\_\_ and engage in activities related to being a Participant.

The Participant (and Guardian, if applicable) for themselves and on behalf of their heirs, assigns, personal representatives and next of kin does hereby fully and forever release and discharge, indemnify and hold harmless the Commissioners of St. Mary's County, its departments, boards, commissions, agents, employees and Volunteers, from any and all liabilities, claims, demands, damages, rights of action, suits or causes of action present or future, whether the same be known or unknown, anticipated or unanticipated, of whatever kind and nature, either in law or equity, whether for bodily injury, personal injury, illness, death, invasion of privacy or property damage, which arise or may hereafter in connection with the Participant's activities as a Participant. I fully and forever release and discharge the Commissioners of St. Mary's County and their employees and agents from any and all negligent acts and omissions in the same, and intend to be legally bound by this release.

Participant (and Guardian, if applicable) also understand that the St. Mary's County Government does not carry, maintain or provide health, medical, or disability insurance coverage for any Participant and does not assume any responsibility or obligation to provide financial or other assistance, in the event of injury or illness suffered by Participant. Each Participant is expected and encouraged to obtain his or her own medical, health and disability insurance.

Participant (and Guardian) expressly agrees that this Release is intended to be as broad and inclusive as permitted by the laws of the state of Maryland, and that this Release shall be governed by and interpreted in accordance with the laws of the state of Maryland. Participant (and Guardian) agrees that in the event that any clause or provision of this Release and Waiver of Liability shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this Release and Waiver of Liability, which shall continue to be enforceable.

Participant (and Guardian) also authorizes the Commissioners of St. Mary's County (including its departments, boards, commissions, agents, employees and volunteers when authorized by the Commissioners of St. Mary's County) to use my image and/or voice in any media form (including, but not limited to, cable television broadcasts, videos, internet communications, and publications). I release the Commissioners of St. Mary's County from any and all claims and liability regarding the making or use of any audio/or visual recording of my image and/or voice (including claims related to rights of publicity or privacy, defamation, or portrayal in a false light, whether intentional or unintentional).

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Parent Having Legal Custody  
or Legal Guardian (If Participant is a Minor)

\_\_\_\_\_  
Date

Participant Address:  
\_\_\_\_\_