



# APPLICATION FOR APPROVAL OF MARINE EVENT/PERMIT

DATE SUBMITTED: \_\_\_\_\_

1. NAME OF EVENT	2. DATE OF EVENT	12. VESSELS PROVIDED BY SPONSORING ORGANIZATION FOR SAFETY PURPOSES (NUMBER AND DESCRIPTION)
3. CLUB EVENT for members only or OPEN EVENT for General Public (check one)  <input type="checkbox"/> CLUB EVENT <input type="checkbox"/> OPEN EVENT		13. DOES THE SPONSORING ORGANIZATION DEEM THEIR PATROL ADEQUATE FOR SAFETY PURPOSES?
4. NAME AND ADDRESS OF SPONSORING ORGANIZATION (INCLUDE ZIP CODE)		14. PERSON TO BE CONTACTED FOR FURTHER DETAILS (INCLUDE ADDRESS, PHONE #, AND EMAIL ADDRESS)     <input type="checkbox"/> MWCD does not have my permission to post my contact on their website for detailed information on OPEN events.
5. DESCRIPTION OF EVENT (INCLUDE ADDITIONAL SHEETS FOR EXTENDED SCHEDULES)		15. PERSON IN CHARGE DURING EVENT (INCLUDE CELL PHONE#)
6. LOCATION (WHICH LAKE & RAMP)	7. TIME (FROM, TO)	16. WHERE WILL PERSON IN CHARGE BE DURING EVENT?
8. NUMBER OF BOATS	9. SIZE AND TYPES OF BOATS	17. THE UNDERSIGNED HAS READ ALL THE INSTRUCTIONS OF THIS FORM AND HAS FULL AUTHORITY TO REPRESENT THE SPONSORING ORGANIZATION IN ACCEPTING THESE CONDITIONS.
10. NUMBER OF SPECTATOR CRAFT	11. WILL THIS EVENT INTERFERE WITH OR IMPEDE NATURAL FLOW OF TRAFFIC?	SIGNATURE and TITLE <span style="float: right;">DATE</span>
		FOR OFFICE USE ONLY (AGENCY CONTROLLING WATERS)
		SIGNATURE and TITLE <span style="float: right;">DATE</span>

# INSTRUCTIONS FOR SUBMISSION OF MARINE EVENT APPLICATION/PERMIT

1. This application must be submitted at least six (6) weeks prior to the event.
2. The application should be submitted directly to MWCD main office listed below.
3. Specify if event is a closed event for club members only or open to the general public.
4. Submit a copy of the entry requirements and any special rules pertaining to equipment, rigs, or procedures.
5. Attach a schedule of events if more than one event is included in this application.
6. The application covers the marine event only. The individual or sponsoring organization must receive written permission from the park manager in direct charge of the area to conduct any special activities associated with this marine event, i.e., concessions, special overnight arrangements, etc.
7. Approval of this application will authorize the individual or sponsoring organization to conduct the marine event at the aforementioned area only. It does not give the individual or organization any exclusive rights over the general public of the area.
8. All statutory laws and area regulations governing safety equipment and watercraft operations shall be in force and effect at all times, and nothing in the approved application will waive these regulations.
9. All watercraft must be licensed and registered in accordance with their own state regulations and requirements.
10. All activities by the individual or sponsoring organization under the approved application shall be conducted at the individual's or organization's own risk. The sponsoring organization or individual will accept full responsibility to ensure the public safety, and to place and remove any special equipment incident to the marine event. The individual or organization will assume, and at all times indemnify and save harmless the area and its employees from any liability and expense in connection with the loss of life, personal injury, or property damage arising from the marine event.
11. Failure to comply with terms of this application will be cause for revocation of the permit.

MAIL COMPLETED APPLICATION AND FEES TO:

**Muskingum Watershed Conservancy District**  
**1319 3rd St. NW**  
**New Philadelphia, OH 44663-0349**

**Attn: Deana Schrump**





# Marine Event Guidelines

## Guidelines for Fishing Tournaments

I. Maximum number of boats per tournament location due to parking limitations are:

Lake	Available Boat Trailer Parking	Monday - Thursday Tournament Parking	Friday - Sunday Tournament Parking
Atwood	72	65	54
Clendening 799/Overflow	10/14=24	22	19
Clendening Marina	58	52	44
Charles Mill	28	25	21
Leesville South Fork	25	23	19
Leesville North Fork	24	22	18
Piedmont Marina	40	36	30
Piedmont Reynolds Road	30	27	23
Pleasant Hill	64	58	48
Seneca	89	80	67
Tappan	76	68	57
Tappan Firehouse			

## II. Tournament Limits

- A. Only one open tournament per day, per location.
- B. Two club tournaments may be permitted on the same day, at the same location. Only one club tournament at a time will be scheduled at Leesville South Fork.
- C. No tournaments may be held on holiday weekends.
- D. No tournaments may be held before May 1 or after October 1 at marina ramps.

## III. Communication

- A. So that a permit request might be given appropriate consideration, applications should be submitted to the MWCD at least six (6) weeks in advance of the scheduled event. Approval of events requested where a scheduling conflict might exist will be based on first in, first approved.
- B. Marine Event Applications will not be accepted before the first Monday in November for the following calendar year.

## IV. A. Any tournaments of 50 boats or more will require parking attendant and traffic control.

- B. One full hour will be scheduled between club tournament starts and three full hours between weigh-ins.
- C. Staging and weigh-ins must be located so as not to interfere with use of boat launch ramps by others.
- D. Trash clean-up is required.
- E. All MWCD and Ohio Department of Natural Resources rules and regulations must be observed.
- F. The approved permit and tournament registration sheets **must** be available on site and produced when requested.
- G. Participants may not tie up to private docks or marina docks without permission of the dock owner/

V. Fees

A. There will be an administrative fee charged to each **club or organization** based upon the number of tournaments scheduled. The fee scale follows below:

- 1. 1 to 10 approved tournaments..... \$25.00
- 2. 11 to 20 approved tournaments..... \$75.00
- 3. 21 to 30 approved tournaments..... \$125.00
- 4. 31 or more events per club.....additional \$25.00 per event

B. All tournaments may be submitted on the same Marine Event Form. (Use separate paper if necessary)

C. The following administrative fee scale will be applied for **open tournaments** held on Friday, Saturday or Sunday, per event:

- 1. 1 to 25 boats..... \$50.00
- 2. 26 to 50 boats..... \$75.00
- 3. 5 or more boats..... \$100.00

D. The following administrative fee scale will be applied for **open tournaments** held on Monday through Thursday:

- 1. 1 to 10 approved tournaments..... \$50.00
- 2. 11 to 20 approved tournaments..... \$75.00
- 3. 21 to 30 approved tournaments..... \$100.00

*Adopted 2/19/92*

*Revised 1/23/95*

*Revised 8/20/99*

*Revised 12/16/2005*

*Revised 10/20/2006*

*Revised 10/18/2013*



# Marine Event Guidelines

## Guidelines for Boat Races and Regattas

- I. Communication
  - A. All organizers of races or regattas must apply for a Marine Event permit from MWCD.
  - B. So that a permit request might be given appropriate consideration, applications should be submitted to the MWCD at least six (6) weeks in advance of the scheduled event. Approval of events requested where a scheduling conflict might exist will be based on first in, first approved, so requests should be submitted early.
  
- II. Fees
  - A. An administrative fee of \$25.00 will be charged per organization, per year, to cover that years' races. There will not be an administrative fee for each race.
  - B. If entrants are primarily resident boats of the race lake, or if club launch ramps are used, there will be no additional fees. If public launch ramps and parking areas are used, the fee structure will be a single \$25.00 administrative fee charged to each club or organization per year to cover all races and regattas.
  - C. An additional fee may be charged to cover the costs of rescheduling and utilizing extra patrol personnel will be instituted as follows:
    - 1. Any race and regatta approved for between 26 and 50 boats..... \$75.00
    - 2. Any race and regatta approved for between 51 and 75 boats..... \$100.00
    - 3. Any race and regatta approved for between 76 and 100 boats..... \$150.00
  
- III. Operational Guidelines
  - A. Participating boats should be clearly marked with ribbons, etc., indicating the boat is a race entrant.
  - B. When out-of-state boats are expected, arrangements should be made for those boats to be inspected and identified prior to the start of the race. This should eliminate such boats from being stopped for absence of Ohio numbers.

*Adopted 2/19/92*

*Revised 1/23/95*

*Revised 8/20/99*

*Revised 12/16/2005*

*Revised 10/20/2006*

*Revised 10/18/2013*



# Marine Event Guidelines

## Miscellaneous Marine Events Guidelines

The Miscellaneous Marine Events Guidelines will cover all events not covered by Fishing Tournament Guidelines or Boat Race and Regatta Guidelines. These guidelines will be as follows:

- A. All Miscellaneous Events will be administered on a case-by-case basis, based on the nature of the event and local conditions.
- B. An applicant desiring to hold an event under these guidelines will be required to contact the Chief of Recreation/Chief Ranger to discuss the nature of their event and the potential disruption to the use of MWCD facilities.
- C. An administrative fee of \$25.00 will be charged per organization, per year, to cover that year's events. There will not be an administrative fee for each event.
- D. Additionally, any Miscellaneous Event that will require the MWCD to expend resources, and/or those events which would exclude the visiting, non-participating public from normal access to MWCD facilities, will be assessed a negotiated fee based on the impact of that event on Conservancy District operations and the public.
- E. So that a permit request might be given appropriate consideration, applications should be submitted to the MWCD at least six (6) weeks in advance of the scheduled event. Approval of events requested, where a scheduling conflict might exist, will be based on first in, first approved, so requests should be submitted early.
- F. Upon receipt of an event permit, the permittee will hold the MWCD harmless from all claims, liabilities and costs arising out of action of the permittee or his agents under that permit.

*Adopted 2/19/92*

*Revised 1/23/95*

*Revised 8/20/99*

*Revised 12/16/2005*

*Revised 10/20/2006*

*Revised 10/18/2013*