

## WARWICK REGIONAL RECREATION COMMISSION

c/o Lititz recCenter  
301 West Maple Street  
Lititz, PA 17543

(717) 626-5096, ext. 237  
warwickrecreation.org

### WARWICK TO EPHRATA RAIL-TRAIL EVENT APPLICATION

Requests to use the Rail-Trail for an event should be submitted via written application or online application ([warwickrecreation.org/trails/WERT](http://warwickrecreation.org/trails/WERT)) to the **Warwick Regional Recreation Commission (WRRC) - for the Warwick to Ephrata Rail-Trail (WERT) system; A rail-trail event will be an event that crosses two or more different municipalities (Lititz Borough, Warwick Twp., Ephrata Twp., Ephrata Borough and Akron Borough)**. WRRC will review all WERT event applications. All WERT events must be approved by WRRC. All borough and township functions and meetings shall have priority.

#### Event Rules and Regulations

- Enjoy the trail at your own risk. The trail is open year-round, dawn to dusk, conditions permitting.
- Motorized vehicles are prohibited except for emergency and maintenance vehicles. \*
- The trail is available for walking, bicycling, jogging, cross-country skiing and snowshoeing.
- Horses, buggies, and snowmobiles are prohibited.
- Soliciting, posting of signs or erection of structures is prohibited.
- All individuals are to maintain appropriate/respectful behavior at all times. Loitering and/or public disturbances, including lewd or vulgar language and excessive noise is prohibited.
- Pets must be kept on a leash. Owners are responsible for removing all pet waste.
- Keep the trail clean – carry out all waste.
- Alcoholic beverages are prohibited.
- Smoking and vaping are prohibited.
- Use caution when crossing bridges, roads, and railways, because they are actively used.
- Stay to the right of the trail and warn when passing.
- Do not harass wildlife or disturb natural habitats.
- Discharging of weapons on or from the trail is prohibited. Hunting on or from the trail is also prohibited.
- Be aware of farm equipment crossing the trail.
- **All other borough, township, or park ordinances and rules shall be in effect.**

\*Individuals with mobility disabilities are permitted to use wheelchairs & electric power-driven mobility devices with maximum width of 36" and electrical output of 300 watts or less.

**If you have any questions or concerns regarding the trail, please contact Warwick Regional Recreation Commission, which acts as the single-point-of-contact for such inquires.**

WRRC  
301 W. Maple St.  
Lititz, PA 17543  
717-626-5096 ext. 237

In the event of an emergency, please dial 911

Date of submission: \_\_\_\_\_

### Event Application Instructions & Criteria

- Please complete & submit this application to WRRC with a **minimum of 90 days prior to event date.**
- Submission of this application does not guarantee approval of your event.
- Trail events will be limited to 10 events per year, **on Sundays only** (no major holidays).
- Applications will be accepted starting January 1 of the event year and will be approved on a first come/first serve basis.
- Bike races are not permitted.
- WERT will remain open to the public; events are not permitted to close WERT.
- Certified traffic control/flaggers are required at all road crossings.
- Event may not exceed 200 participants.
- Event organizer is responsible for trash removal.
- A certificate of insurance liability will be required.
- A \$25 nonrefundable application fee is required with submission. Upon approval of event, a \$75 event fee will be required.
- Upon review of your completed application, you may be contacted to clarify details of the event.

### Event Information

Name of Event: \_\_\_\_\_

Section of Trail Requested (*please submit a copy of course map with application*):

Between \_\_\_\_\_ and \_\_\_\_\_

Round-trip

One Way

Event date (1<sup>st</sup> choice): \_\_\_\_\_ (2<sup>nd</sup>) \_\_\_\_\_ (3<sup>rd</sup>) \_\_\_\_\_

Start Time: \_\_\_\_\_ AM or PM      End Time: \_\_\_\_\_ AM or PM

Rain date, if needed: \_\_\_\_\_

Has this event been held before? \_\_\_\_\_

If yes, when and where? \_\_\_\_\_

Briefly describe the details of your event: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Describe the traffic and parking control plan for this event: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Contact Information**

Organization: \_\_\_\_\_

Main Contact Person: \_\_\_\_\_

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

Telephone Numbers Day: \_\_\_\_\_ Evening: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Contact Person on the Day of the Event**

Name(s): \_\_\_\_\_

Telephone Number(s): Cell: (717) \_\_\_\_\_

Cell: (717) \_\_\_\_\_

**Insurance requirements**

*Note: Prior to approval of your event, you will be required to submit a Certificate of Insurance evidencing a minimum of \$1,000,000 in General Liability coverage and naming as **Additional Insured** the municipal owner of each section of trail used by your event. (If your application is approved, you will be provided a list of these entities.) Please be prepared to submit this certificate prior to your event. A copy of the certificate of insurance should be given to each respective municipality before usage of the rail-trail.*

**Attendance Information**

Expected attendance over the course of the entire event: \_\_\_\_\_

Expected attendance at peak of event: \_\_\_\_\_

Number and type of vehicles expected at event: \_\_\_\_\_

*\*Depending upon the size and location of the event, you may be required to provide any or all of the following:*

1. A dumpster(s)/trash removal
2. Portable restroom(s)
3. Emergency Action Plan/EMS

**Additional Information**

Is your event open to the general public? \_\_\_\_\_

Are participation or admission fees charged for this event? \_\_\_\_\_ Fee amount: \_\_\_\_\_

Are you planning to include dogs at this event? \_\_\_\_\_

*(Note: It is the applicant's responsibility to be aware of and to ensure that they comply with all local ordinances pertaining to the event.)*

**Certification**

*I hereby certify that I am authorized to represent the organization noted on this application. I also certify that all information provided on this application is, to the best of my knowledge, truthful and accurate, and that my organization shall be liable for any consequential damages, including any costs and attorney's fees incurred by the owners of the Warwick to Ephrata Rail-Trail, resulting from misrepresentation or fraudulent information on this application.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Warwick Regional Recreation Commission  
301 West Maple St.  
Lititz, PA 17543  
Phone: 717-626-5096 ext. 237  
Fax:717-627-3795

*Checks should be made payable to Lititz recCenter. Cash and credit card payments can be accepted in person at the above address.*

Warwick Regional Recreation Commission

Event Date: \_\_\_\_\_

Approved

Denied

\_\_\_\_\_  
Approval Signature

\_\_\_\_\_  
Date

*Approval of this application is granted with the understanding that the organization noted herein will be responsible for adherence to all posted rules and regulations and assumes financial liability for any damage to Trail property. Applicant also understands that approval of the event does not give sole usage of WERT. WERT will remain open to the public. In addition, the organization acknowledges that the Warwick to Ephrata Rail-Trail contains a variety of natural hazards. The organization its heirs, executors, administrators and assigns do hereby waive, release and will hold harmless the owners of the Warwick to Ephrata Rail-Trail, their employees, heirs and assigns from all claims of injury, damages or illness in any manner.*