

INDEPENDENCE NATIONAL HISTORICAL PARK  
GLORIA DEI (OLD SWEDE'S) CHURCH NHS  
THADDEUS KOSCIUSZKO NATIONAL MEMORIAL  
EDGAR ALLAN POE NATIONAL HISTORIC SITE

## **SUPERINTENDENT'S**

## **2004 COMPENDIUM**

OF

DESIGNATIONS

-

CLOSURES

-

PERMIT REQUIREMENTS

&

OTHER RESTRICTIONS

IMPOSED

UNDER

DISCRETIONARY AUTHORITY

**COMPILATION OF REGULATIONS**  
**for**  
**Independence National Historical Park**  
**Gloria Dei (Old Swede's) Church NHS**  
**Thaddeus Kosciuszko National Memorial**  
**Edgar Allan Poe National Historic Site**

In accordance with the provisions of 16 U.S.C. 3 and 36 C.F.R. Parts 1 through 7, the following orders are established for Independence National Historical Park (INDE). Unless otherwise noted, these orders apply in addition to the provisions contained in 36 C.F.R. Parts 1 through 7.

Under the provisions of 36 CFR 1.7 (b) the Superintendent is required to compile in writing all the designations, closures, permit requirements and other restrictions imposed under the discretionary authority granted by the regulations contained in Title 36 C.F.R. Parts 1 through 7.

These regulations will provide for the maintenance of public health and safety, the protection of scenic or environmental values, the protection of natural or cultural resources and aid in scientific or historic research. These regulations will also provide for the implementation of management responsibilities, equitable allocation and use of facilities, and reduction of conflict among visitor use activities.

Visitors may obtain additional information or permit applications by contacting: Office of the Public Affairs, Independence National Historical Park, 143 South Third Street, Philadelphia, Pennsylvania 19106, phone number (215) 597-0060.

A copy of this compendium is available for public review at the Office of the Superintendent.

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**Mary A. Bomar, Superintendent**  
**Independence National Historical Park**

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**Date**

## **36 CFR §1.5 - CLOSURES AND PUBLIC USE LIMITS.**

### **A. Buildings or Portions of Buildings closed to Public Visitation:**

#### Independence Hall:

- All basement areas and all access ways to said area.
- All closets.
- The area behind the railings in the Supreme Court Chamber and Assembly Room on the first floor.
- The area behind the railings in the Governors Council Chamber & Committee Room on the 2nd floor.
- The attic & tower, levels 2 through 7 & the stairs from the 2nd floor.

#### East Wing of Independence Hall:

- All basement areas and all access ways to it.
- All closets on the first floor.
- All areas above the first floor.

#### West Wing of Independence Hall:

- All basement areas and all access ways to it.
- All closets on the first floor.
- All areas above the first floor.

#### Congress Hall:

- All basement areas and all access ways to said area.
- All closets.
- The area behind the roped off seating area on the first floor.
- The balcony between the first and second floors and the balcony in the Senate Chamber.
- All areas with the exceptions of the corridor, the Committee Rooms viewing areas and the viewing area in front of the barrier in the Senate Chamber.
- The attic and cupola.

#### Old City Hall:

- All basement areas and all access ways to it.
- All closets.
- The area behind the rail in the Supreme Court Chamber, on the first floor.
- The balcony between the first and second floors.
- All second floor areas and the stairway to it. Persons having business in the second floor offices are permitted to enter this area with prior approval of the NPS.
- Attic and cupola.

#### Second Bank of the United States:

- Under renovation. All areas are closed to the public.

#### Philosophical Hall And Library Hall:

- Although located within the boundaries of INDE, these American Philosophical Society Buildings are not managed (including closures) by the National Park Service. Various cooperative agreements may allow both entities to achieve common goals.

#### First Bank of the United States:

- All areas with the exceptions of (1) the Architectural Exhibit in the basement, which is by guided tour only & (2) the temporary 1<sup>st</sup> floor exhibit.
- All other areas are closed to the public. Entrance requires prior approval of the NPS.

Bookstore (Pemberton House):

- All basement areas.
- The closet and the south storage room, on the first floor.
- All areas above the first floor.

Military Museum (New Hall):

- All basement areas, with the exception of the public restrooms and the stairway and hallway leading to them.
- All closets and areas behind exhibits, on the first floor.
- All closets, areas behind exhibits, and rooms not containing exhibits, on the second floor.
- All areas above the second floor.

Carpenters' Hall:

- Although located within the boundaries of INDE, Carpenter's Hall is not owned or managed (including closures) by the National Park Service.

Todd House (343 Walnut St.):

- Todd House is open to the public by guided tour only. Visitors will be instructed as to which portions of the building they may enter by park staff giving the tour. All other areas are closed to the public.

339-341 Walnut St.:

- This is an office building. All areas are closed to the public. Persons having business within are permitted to enter. This use may change within the calendar year.

315-325 Walnut St.:

- This is an office building managed by the Friends Of Independence. All areas are closed to public visitation except when scheduled through the Friends Of Independence. This use may change within the calendar year.

Ranger Station (311-317 Walnut St.):

- This is an office building & is closed to visitation. Persons having business within are permitted to enter.

Bishop White House (309 Walnut St.):

- Bishop White House is open to the public by guided tour only. Visitors will be instructed as to which portions of the building they may enter. All other areas are closed to the public.

St. Joseph's Church:

- Although located within the boundaries of INDE, St. Joseph's Church is not owned or managed by the National Park Service. The building's owners establish closures. Various cooperative agreements may allow both entities to achieve common goals.

St. George's Church:

- Although located within the boundaries of INDE, St. George's Church is not owned or managed by the National Park Service. The building's owners establish closures. Various cooperative agreements may allow both entities to achieve common goals.

Philadelphia Merchants Exchange (Park Headquarters)(143 S. Third St.):

- This is an office building. Persons having business within are permitted to enter. A visitor exhibit area is open to the public.

Third Street Visitor Contact Station/Chilled Water Plant:

- All areas are closed to the public at this time. Persons having business in the second floor office area are permitted to enter.
- The Chilled Water Plant is closed to the public.

City Tavern (138 S. Second St.):

- City Tavern is a restaurant operated by a concessionaire.
- All areas in the basement are closed to the public with the exception of the dining area, stairway and corridor leading to the restrooms and the restrooms themselves.
- All first floor areas are open to the public except; the area behind the bar, the kitchen, the fire stairs, and all closets.
- All second floor areas are open except; all closets, the kitchen area, and the fire stairway (excluding fire emergencies).
- All areas above the second floor are closed to public visitation with the exceptions of the third floor restrooms, and for persons having business in the third floor office area.

Franklin Court:

314 Market Street (Book Store):

- All areas of this building are closed to public visitation with the exception of the bookstore (when open) on the first floor, the corridor leading to said area and the access to the second floor Postal Museum. Persons having business in the upper floor offices are permitted to enter.

316 Market Street (Post Office and Postal Museum):

- This building is leased and operated by the U.S. Postal Service. All areas of this building are closed to the public with the following exceptions; the first floor Post Office, (the area behind the sales desk is not open to the public), & the second floor Postal Museum.

318 Market Street (Architectural-Archeological Exhibits):

- All floors of this building are open to the public, however, only within designated viewing areas.

320 Market Street (Print Shop):

- All areas of this building are closed to the public with the following exceptions: the viewing area in front of the railing in the first floor Print Shop. Persons having business in the second floor offices are permitted to enter this area with prior approval of the NPS.
- The fire tower behind this building is closed to the public except during emergency egress situations.

322 Market Street (Book Bindery and Aurora Office):

- All areas of this building are closed to the public, except; the designated public viewing area in the first floor Book Bindery and the corridor alongside the Aurora Office.

Underground Museum Area:

- The following areas are open to the public; access ramp, restrooms, gallery viewing area, theater, phone and World Stage exhibit areas and the corridors connecting these areas to the exit stairwells. All other areas, including the World Stage and display cases are closed to the public.

Declaration House:

- All basement areas are closed with the exception of the restrooms, and access to them (opened upon request).
- On the first floor, all areas are open to the public with the exception of closets, areas behind displays, the area behind the sales counter, and the projection booth in the theater.
- On the second floor all areas are open except; closets, areas behind exhibits, and exhibit rooms.
- All areas above the second floor are closed to the public.
- The area directly West of the building is closed except as an emergency exit.

Thaddeus Kosciuszko National Memorial:

- In the basement all areas are closed with the exception of the public restrooms and the corridor leading to them.
- On the first floor all areas are open to the public with the exception of closets, and the area behind the information desk.
- On the second floor all areas are open to the public with the exception of closets, the projection booth in the theater, and the enclosed exhibit area.
- All areas above the second floor are closed to the public.

Deshler-Morris House (5442 Germantown Ave.):

- Deshler Morris House is open to the public by guided tour only. Other than those areas indicated, all other areas are closed to the public.

Bringhurst House (5448 Germantown Ave.):

- Park Residence. All areas are closed to the public.

Gloria Dei Church:

- Although located within the boundaries of INDE, Gloria Dei Church is not owned or managed by the National Park Service. The building's owners establish closures. Various cooperative agreements may allow both entities to achieve common goals.

Christ Church:

- Although located within the boundaries of INDE, Christ Church is not owned or managed by the National Park Service. The building's owners establish closures. Various cooperative agreements may allow both entities to achieve common goals.

Locust Street Buildings (408, 410, 415, 421 & 423 Locust St.):

- Park Residences. All areas are closed to the public.

Leithgow Street Buildings (230 & 232 Leithgow St.):

- Park Residences. All areas are closed to the public.

Maintenance Facility (275 S. Fifth St.):

- The maintenance building is closed to the public. Persons having business within the facility are permitted to enter.

First Block Screening Pavilion:

- All closet & basement areas of the building are closed to public.
- The areas where the guard/operators staff the x-ray machines are closed to the public.

Independence Square Screening Tent:

- The areas where the guard/operators staff the x-ray machines are closed to the public.

Liberty Bell Center:

- All areas of the building are closed to public visitation except the exhibit areas on the first floor.

1<sup>st</sup> Block East Service Building:

- All areas are closed to the public. This structure is destined for demolition.

1<sup>st</sup> Block Restroom Facility (corner of 5<sup>th</sup> & Chestnut Streets):

- The central service room is closed to the public.

1<sup>st</sup> Block Temporary Security Office Facility:

- All areas are closed to the public. This structure is destined for removal.

Independence Visitor Center

- All basement areas exclusive of the parking garage.
- All closets, storerooms, mechanical/electrical rooms, equipment areas between exhibits, fire stairs (except in an emergency) and areas behind the information/sales desks and coffee bar counter, on the first floor.
- Theaters, not in use, are also closed to the public.
- The NPS special exhibit area may be closed periodically for exhibit work/installation.
- All areas on the second floor and all areas above the second floor with the exception of the stairs leading to the pre-assembly mezzanine and terraces (terraces may be closed for special event use). Persons having business in the second floor office area are permitted to enter.

Underground Parking Garage & Great Room, 2nd Block Of Independence Mall:

- This area is leased to and controlled by the Philadelphia Parking Authority (PPA). The PPA regulates closures and hours of operation. The NPS storage area within the garage is closed to the public.

Free Quaker Meeting House:

- All areas of this building are closed to the public except during various times when the first floor area may be open for interpretative activities.

Electric Power Substation, 2nd Block Of Independence Mall:

- This area is leased to and controlled by the Philadelphia Electric Company (PECO). The PECO regulates closures and hours of operation; however, all areas are closed to the public.

National Constitution Center / Independence Transportation Center / Third Block Underground Parking Garage:

- Although located within the boundaries and owned by the National Park Service, it is not managed by INDE. The building's managers establish closures. Various cooperative agreements may allow both entities to achieve common goals.

Washington Square Structures:

- Agreements are pending wherein Washington Square will be managed by the NPS. Once signed:
- All structures in Washington Square are closed to the public.

Edgar Allan Poe NHS (530 & 532 N. 7th Streets & the building behind 530 N. 7th St):

- The historic Poe House is open to the public. Visitors will be instructed as to which portions of the building they may enter. All other areas are closed to the public.
- The following areas of 530 & 532 N. Seventh St. are closed to public visitation: the basements of both 530 and 532 with the exception of the public restrooms, and the areas west of the restrooms in 530.
- All closets, storage rooms and the projection room located on the first floor of 530 & 532. Also all stairs leading to other levels of the building with the exception of the stairs leading to the restrooms in 530 or stairs used in conjunction with a tour.

Bond House (129 S. 2nd St.):

- The Bond House is a leased building under the Historic Leasing Act and is currently being used as a bed and breakfast Inn. The managers of the Bond House establish closures.

Parking Garage and Associated Shops and Theater, 2nd and Sansom Streets:

- This area is leased to and controlled by the Philadelphia Parking Authority (PPA). The PPA and or its subleasees regulate closures and hours of operation.

Benjamin Franklin National Memorial:

- This memorial statue is in an area open to the public at no charge; however, the Franklin Institute, within whose buildings it sits, regulates the hours of visitation.

**NOTES:**

- Due to the heightened security as a result of the terrorist attacks of September 11, 2001, access to the Liberty Bell Center, Independence Hall, East & West Wings, Congress Hall, Old City Hall & the Mall areas surrounding them is restricted. Prior to entry, visitors must be screened via magnetometers or pat down & their baggage will be checked either via x-ray machines &/or visual inspections.
- Because of Special Activities, which may occur at any time, it may be necessary to make changes to what is in this section on short notice. In all cases the public will be given as much notice of these changes as possible.
- During the various construction projects, one or more public use areas may be closed to the public.
- All roof areas and building components not designed for human use are closed to the public.

**B. Hours of Visitation during which those buildings or portions of park buildings, not closed to public visitation, may be visited.**

During most of the year those buildings and/or portions of buildings whose visitation is controlled by the National Park Service and which have not been designated as closed to the public are open for public visitation. Hours vary and are extended for some facilities. From time to time because of staffing shortages, special activities, severe weather, mechanical failures, or for maintenance purposes buildings may be closed to the public. The public will be notified of this by the posting of appropriate signs, via the Internet at: [www.nps.gov/inde](http://www.nps.gov/inde), by a park representative, or they may call 215-597-8974/8787 or TDD/TYY 215-597-1785 for information.

Some considerations are:

- Unless hereinafter noted, normal public use building hours are from 9:00 a.m. to 5:00 p.m., however some lesser visitor facilities have restricted hours of operation. Access into the higher security portions of the Mall begins at 8:45 a.m. at the First Block Screening Pavilion or the Independence Square screening tent.
- Between June 24 and August 19 and depending upon funding, Independence Hall and Liberty Bell Center may be open from 9:00 a.m. to 8:00 p.m.. (NOTE - The actual hours and the beginning and ending dates may vary from year to year and in 2004 the extended hours are not programmed as of this printing).
- Except for the changes listed herein, the Independence Visitor Center is open daily from 8:30 a.m. to 5:00 p.m.
- On **Thanksgiving** only Independence Hall and the Liberty Bell Center are open for public visitation. On these days, the minimum open hours are from 11:00 a.m. to 4:00 p.m.
- On **Christmas** the park will be closed.
- On **New Years Day** only Independence Hall and the Liberty Bell Center are open for public visitation. Hours of operation may vary.
- On **Veteran's Day** only Independence Hall, the Liberty Bell Center, the Independence Visitors Center and the Military Museum are open for public visitation. On these days, the open hours are from 9:00 a.m. (8:30 a.m. for the Independence Visitor Center) to 5:00 p.m.
- On **Martin Luther King's Birthday** and on **Presidents' Day** only Independence Hall, the Liberty Bell Center and the Independence Visitors Center are open for public visitation. On these days, the open hours are from 9:00 a.m. (8:30 a.m. for the Independence Visitor Center) to 5:00 p.m.
- The Deshler-Morris House is open from 1:00 p.m. to 4:00 p.m. on Friday/Saturday/Sunday April through mid-December, other times by appointment.
- The City Tavern hours are controlled by the Concessionaire (215-413-1443). Generally it is open from 11:30 a.m. to 10:30 p.m.
- Edgar Allan Poe NHS is open from 9:00 a.m. to 5:00 p.m. Wednesday through Sunday.
- Thaddeus Kosciuszko National Memorial is open from 10:00 a.m. to 5:00 p.m. Wednesday through Sunday.

NOTE - Because of special activities that may occur at any time it may be necessary to make changes to what is shown in this section on short notice. In all cases the public will be given as much notice of these changes as possible.

### **C. Grounds Areas closed to the Public.**

All grounds areas within the established boundaries of Independence National Historical Park are open to the public on a 24-hour per day basis except as listed in exceptions below:

Exceptions:

1. All construction staging areas are closed to the public. These areas are fenced with, green painted plywood, chain link or orange snow fencing.
2. The Jefferson Garden area north of Library Hall is closed to the public.
3. The grounds area directly behind the Todd House and 339 Walnut Street offices bounded on the north by the south sidewalk of Harmony St. is closed to the public between midnight and 5:00 a.m.
4. The 18th Century Garden located west of 325 Walnut Street is closed to the public whenever the gates are closed.
5. The areas behind the fences located directly behind the Bishop White House, 313 Walnut Street & 325 Walnut Street are closed to the public.
6. The Benjamin Rush Garden located just east of the Bishop White House is closed to the public whenever the gates are closed.
7. The St. Joseph's Church grounds located on the southeast corner of 4th and Walnut Streets are closed to the public whenever the gates are closed.
8. The St. George's Church grounds located behind St. George's Church are closed to the public whenever the gates are closed.
9. The Franklin Court Courtyard is closed to the public whenever the gates are closed.
10. The Declaration House Courtyard is closed to the public whenever the gates are closed. The grounds area immediately to the west of the Declaration House is closed to the public at all times.
11. The grounds at the Deshler-Morris and Bringham Houses are closed to the public whenever the buildings are closed and open at other times by tour only.
12. The Gloria Dei grounds are closed from 11:00 p.m. to 5:00 a.m.
13. The Christ Church grounds, Burial Grounds and Garden are closed to the public whenever the gates are closed.
14. The grounds areas behind 230 & 232 Leithgow St. & 413, 415, 421 & 423 Locust St. are closed to the public.
15. The parking area north of 230 Leithgow St. is closed to the public for NPS residence parking only.
16. The parking area west of 423 Locust St. is closed to the public.
17. The Rose Garden located between Walnut & Locust Streets in the 400 block is closed to the public whenever the gates are closed.
18. The grounds behind 408 & 410 Locust St. is closed to the public.
19. The Magnolia Garden in the 400 block of Locust St. is closed to the public whenever the gates are closed.
20. The Maintenance Facility courtyard located at the corners of 5th and Manning Streets is closed to the public.
21. The Hamilton Garden (a.k.a. Bar or Holly Garden) located at the southeast corner of 6th and Arch Streets is closed to the public.
22. The Free Quaker Meeting House grounds are closed to the public whenever the gates are closed.
23. The Poe House grounds located just west of Seventh St. & between Spring Garden and Green Streets, are closed to the public except when admitted by the Poe House Staff.
24. The City Tavern grounds are closed to the public from the close of business to 5:00 a.m.
25. The storage area immediately north of the Bond House is closed to the public.
26. The grounds area of the Mikveh Israel Cemetery located between 8th and Darian Sts, and between Spruce and Locust Sts are closed to the public except when admitted by a person designated by the Mikveh Israel Trust.
27. All fountains are closed to the public.
28. Except during church services, the parking area west of the Christ Church Garden is closed to the public.
29. The Deshler-Morris House Gardens are open by tour only.

30. The following streets located within the park boundaries are closed to vehicular traffic, except for authorized administrative use, or unless a special permit has been issued by the Superintendent.
- a. The access road located behind Congress Hall.
  - b. Library St., located behind the Second Bank of the United States, running east from 5th St.
  - c. The access road leading to Carpenters' Hall.
  - d. Harmony St., located north of Walnut St. and south of Chestnut St., running from 4th to 5th Streets.
  - e. Orianna St., running from the gates of Franklin Court on Market St. to said areas intersection with Harmony St. to the south.
  - f. Dock St., located north of Walnut St. and south of Chestnut St., running from 3rd St. to Walnut St.
  - g. Sansom St., located north of Walnut St. & south of Chestnut St., running from 2nd St., east to said areas intersection with Hancock St.
  - h. Church St., located north of Market St. and south of Filbert St., running from American St. to 2nd St.
  - i. Moravian St., located north of Walnut St. and south of Chestnut St., running from its intersection with Dock St. to 2nd St.

**NOTES:**

- During the redevelopment of the three blocks of Independence Mall, various construction areas will be closed to the public. These areas will be designated via fencing and signage.
- Because of special activities that may occur at any time or as a result of various construction projects, it may be necessary to make changes to what is shown in this section on short notice. In all cases the public will be given as much notice of these changes as possible.
- Due to the heightened security as a result of the terrorist attacks of September 11, 2001, grounds areas between the Commodore Barry Statue on Independence Square and south curb of Chestnut Street and areas around the Liberty Bell Center are restricted. Access follows a security screening by NPS authorized personnel.
- During hazardous conditions or emergency situations some areas may be closed on short notice. These closings will be denoted by closed gates, posted employees, signs &/or "Do Not Enter" flagging.

**D. Closed/Prohibited/Restricted Activities:**

- Park residents may not install outdoor radio or TV antennas.
- The playing of Frisbee, baseball, soccer, football, golf, basketball and any other sports activity by is prohibited if it reasonably could endanger other park users, or if the activity is damaging resources, i.e., turf areas.
- Kite flying is prohibited within 220 feet of NPS structures.
- Parking in the park is prohibited at all times, except by special permit or for authorized administrative use.
- No vehicles should be driven within 20' of park buildings unless the building has a specifically designed vehicle-loading bay.
- All vehicles over 10,000 lbs. are prohibited from driving / parking on flagstone and cobblestone paving until surface protection consisting of 2" of foam in between 2 layers of 3/4" plywood has been laid along the entire route.
- Gum chewing is prohibited within interior visitor use areas.
- The use of laser pointers in such a manner so as to create a disruptive or unsafe situation is prohibited.
- The use of photographic and/or flash equipment may be prohibited in order to protect artifacts/articles from damage or copyright infringement. Such closures will be advertised via signage and/or verbal direction.
- The Independence Visitor Center roof terrace/balcony may be closed to the public during parades however this area may be utilized as part of a special event.
- In addition to illegal weapons & excluding cigarette lighters, visitors are prohibited from taking flammable liquids into and beyond the security screening facilities.
- Tampering with or using the eternal flame in Washington Square for any reason is prohibited.

## **36 CFR §1.6 - PERMITS**

### **A. Activities for which PERMITS are required.**

- §2.4(a)(2)(iii) & (d)(3) To carry or possess a weapon.
- §2.13(a)(1) Lighting or maintaining a fire.
- §2.22(a)(2) Property.
- §2.35(a)(3) The consumption of alcoholic beverages. Exemptions to the permit requirement are listed under 36 CFR §2.35(a)(3)(i) [see page 13]
- §2.37 Noncommercial soliciting
- §2.38(b) Using or possessing fireworks and firecrackers.
- §2.50(a) Pageants, public spectator attractions, parades, entertainments, ceremonies, and similar events.
- §2.51(a) Public assemblies, meetings, gatherings, demonstrations, parades and other activities for public expressions of views.
- §2.52(a) The sale or distribution of printed matter.
- §2.62(b) The scattering of human ashes from cremation.
- §5.1 Commercial notices or advertisements.
- §5.3 Business Operations.
- §5.5 Commercial Photography.
  - (a) Motion pictures and Television.
  - (b) Still Photography.

## **36 CFR §2.1 - PRESERVATION OF NATURAL, CULTURAL AND ARCHEOLOGICAL RESOURCES**

- §2.1(b) Pedestrians are prohibited from entering flower or ground cover beds.
- §2.1(c)(1) The gathering of fallen fruit from the ginkgo trees throughout the park is permitted. Fruit still on the tree may not be picked.

## **36 CFR §2.4 - WEAPONS, TRAPS AND NETS**

- §2.4(a)(2)(iii) Employees living in Government housing are permitted to possess weapons (within their residence) without a permit. Such possession must be in accordance with State and local laws.
- §2.4(d)(3) The carrying or possessing of a weapon by an employee, agent or cooperating official, outside of their legal jurisdiction, except as provided elsewhere in 36 CFR §2.4, without a National Park Service (NPS) permit is prohibited.

## **36 CFR §2.10 - CAMPING AND FOOD STORAGE**

- §2.10(a) Camping is prohibited in all areas within the park.

## **36 CFR §2.11 - PICNICKING**

- Picnicking is prohibited in all historic buildings.
- Picnicking is allowed subject to the following restrictions:
  - Only incidental, i.e., in conjunction with a visit to the park buildings, picnicking is allowed.
  - The consumption of "brown bag" lunches by workers from surrounding offices is allowed.
  - The setting up of tables, chairs, etc. in conjunction with picnicking is prohibited.
- Picnicking in connection with a public gathering or special event for which a permit has been issued pursuant to §2.50 or §2.51 is allowed.
- Picnicking by park residents is allowed within the confines of their yards.

### **36 CFR §2.12 - AUDIO DISTURBANCES**

- §2.12(a)(1)(ii) The Park has established an audio disturbance guideline to govern the volume of public address systems used in conjunction with public gatherings or special events for which a permit has been issued pursuant to §2.50 or §2.51, in order to prevent such public address systems from interfering with visitor use activities, and park neighbors. Audio amplification that: interferes with visitor use activities such as interpretive talks or makes noise which is unreasonably disruptive, considering the nature and purpose of the actor's conduct, location, time of day or night, purpose for which the area was established, impact on park users, and other factors that would govern the conduct of a reasonably prudent person under the circumstances, is prohibited.

### **36 CFR §2.13 - FIRES**

- §2.13(a)(1) Lighting or maintaining a fire is prohibited; i.e., any type of open fire, other than a match or lighter, including, but not limited to, burning of flags & effigies, campfires, charcoal fires, propane stoves, coleman stoves, candles, etc., except in connection with a public gathering or special event for which a permit has been issued pursuant to §2.50 or §2.51 which specifically authorizes such activity under the special conditions section of the permit. This restriction applies to all NPS operated interior and exterior areas.
- Electric or other kitchen stoves that are park owned or are controlled through cooperative agreements are exempted from this prohibition.
- §2.13(a)(1) Park residents are exempted from the prohibition against using charcoal fires, propane stoves and coleman stoves within the confines of their yards and the use of birthday candles within their residences.

### **36 CFR §2.15 - PETS**

- §2.15(a)(1) All park buildings are closed to pets, except:
  - §2.15(a)(1) & (f) The provisions of this section shall not apply to service animals (of any species) which have been trained to assist impaired or handicapped persons, or, to dogs used by authorized federal, state, and local law enforcement officers in performance of their official duties.
  - §2.15(e) The keeping of pets by park residents is permitted subject to the provisions of a separate Standard Operating Procedure.
- §2.15(a)(3) Leaving a pet unattended and/or tied to an object is prohibited.
- §2.15(a)(5) The following pet excrement disposal conditions are established:
  - Any person having possession, custody or control of any dog or other animal that defecates in any area of the park shall be required to immediately remove the feces and either:
    - (a) .Remove the feces from park property, or
    - (b) .Place the feces in a non-leaking container for deposit in a trash or litter receptacle.

### **36 CFR §2.17 - AIRCRAFT AND AIR DELIVERY**

- §2.17(a)(1) Operating or using aircraft on lands or waters other than at locations designated pursuant to special regulations is prohibited.
- §2.17(a)(3) Delivering or retrieving a person or object by parachute, helicopter, or other airborne means, except in emergencies involving public safety or serious property loss is prohibited.

### **36 CFR §2.18 - SNOWMOBILES**

- §2.18(c) The use of snowmobiles is prohibited.

### **36 CFR §2.20 - SKATING, SKATEBOARDS, AND SIMILAR DEVICES**

- Using roller skates, in-line skates, skateboards, roller skis, or similar devices on any park property is prohibited.

### **36 CFR §2.21 - SMOKING**

- §2.21(a) Smoking is prohibited in all park buildings except in:
  - Single-family government residences.
  - The Bond House.

### **36 CFR §2.22 - PROPERTY**

- §2.22(b)(2) Leaving property unattended, for **ANY** period of time, in or near any park building or resource is prohibited. Property left unattended in violation of this condition may be considered dangerous or threatening to park resources and impounded for inspection. Such an inspection may be destructive.

### **36 CFR §2.35 - ALCOHOLIC BEVERAGES AND CONTROLLED SUBSTANCES**

- §2.35(a)(3)(i) The consumption of alcoholic beverages is prohibited in all park buildings and on all park grounds, except in connection with a public gathering or special event for which a permit has been issued pursuant to §2.50 or §2.51, which specifically authorizes such consumption. The following park buildings are exempted from this provision as described below:
  - Independence Visitor Center – During events approved through the Independence Visitor Center Corporation.
  - National Constitution Center – Pending agreements will clarify this use.
  - City Tavern - Patrons of the City Tavern may purchase, and consume alcoholic beverages.
  - Residents of government quarters may consume alcoholic beverages within their residences or confines of their yards.
  - Bond House - Guests may consume alcoholic beverages.

### **36 CFR §2.37 - NONCOMMERCIAL SOLICITING**

- Soliciting or demanding gifts, money, goods or services is prohibited, except pursuant to the terms and conditions of a permit that has been issued under §2.50, §2.51 or §2.52.

### **36 CFR §2.38 - EXPLOSIVES**

- §2.38(b) Using or possessing fireworks and firecrackers is prohibited, except pursuant to the terms and conditions of a permit issued by the Superintendent and in accordance with applicable state & federal law, city ordinances and NPS directives.

## **36 CFR §2.50 - SPECIAL EVENTS**

**A. A Permit is required to hold a SPECIAL EVENT within the boundaries of Independence National Historical Park.**

### **B. POLICY**

Independence National Historical Park represents a unique national resource associated with the birth and growth of the nation. It evokes such concepts as liberty, independence, rights, and freedoms.

In considering the application for a permit under 36 CFR §2.50, for the use of portions of the park for special events, the Superintendent will apply the criteria as stated in C below. Additionally, when considering requests to hold special events such as parades, meetings, entertainments, exhibitions, fairs, festivals, lectures, conferences, etc. the Superintendent will be guided by the Management Policies for the National Park Service, specifically those relating to special park uses and special events, issued in December of 1988 which state:

#### SPECIAL PARK USES

"A special park use is defined as any activity that is proposed for, or exists within, a park and that requires written permission from an NPS official in order to take place. A special park use may be permitted only if the activity has been judged by the Superintendent not to cause any derogation of the values and purposes for which the park was established, unless directly and specifically authorized by Federal law.

Each request to engage in a special park use or to renew authorization of an existing use will be reviewed and evaluated by the Superintendent according to the terms of applicable legislation, regulations, guidelines, and management planning documents, using criteria and procedures outlined in the Special Park Uses Guideline (DO/RM-53). Initial or renewal requests to conduct an activity will be denied if the Superintendent determines that the activity:

- will conflict with law or policy
- will be in derogation of the values and purposes for which the Park was established
- will be inconsistent with the Park's enabling legislation
- has reasonable potential to cause illness, personal injury, or property damage
- will unduly interfere with normal park operations, resource protection, or visitor use

"The National Park Service will also terminate any current activity subsequent to finding that any of the above conditions exist."

"To the extent authorized by applicable legislation, regulations, and policies, the National Park Service will establish and collect appropriate permit fees for special park uses and will seek reimbursement from permittees for NPS costs incurred in administering the permit and monitoring the activities it authorizes."

#### Special Events

"Special events, such as sporting events, pageants, regattas, public spectator attractions, entertainment, ceremonies, and large encampments, may be authorized under permit by the Superintendent subject to the same criteria as other special park uses provided that (1) there is a meaningful association between the park and the event, and (2) the event contributes to visitor understanding of the significance of the park."

"The National Park Service will not permit the staging of special events that are conducted primarily for the material or financial benefit of participants, that involve commercialization, advertising, or publicity by participants, or for which a separate public admission fee is to be charged, unless the event is directly related to the purposes for which a park was established. Additional guidance and procedures are found in Special Park Uses Guideline and in 36 CFR §2.50."

Further, the Superintendent will consider the following:

- The location requested.
- The time requested.
- The duration of the proposed event.
- The size (number of participants and/or observers) of the proposed event and associated equipment.
- The effect of the proposed event on resources, operations, and the mission of the park.
- Other, previously approved events.

The primary concern of the Superintendent is the effect of the proposed event on the cultural and natural resources and the impact on normal visitor operations and the visitor experience. It may be possible to accommodate events at certain locations only before or after the public hours of the building. It may also be necessary to limit the size and or duration of the proposed event to a small number of participants/observers or a shorter length of time in order not to interfere with public use or threaten the historical and natural resources of the park.

The Superintendent has established the following criteria to insure the protection and preservation of the historic and natural resources of the park and to protect the rights of the visitor to enjoy their visit to the park with minimum impact from special events or activities:

- The activity is directly associated with the interpretive focus of the park, furthers the mission of the park and/or is an activity in which Independence National Historical Park is a participant.
- Most daytime special events will be limited to outdoors. Those events which are permitted inside a public use building during public hours, will be limited in duration and must not unduly interfere with visitor use.
- Scheduled meetings or events will be open to the public insofar as it is practical / consistent with the event.
- The permittee will be responsible for reimbursing the National Park Service for all expenses incurred by the park in the course of the special event. These expenses include, but are not limited to the cost of utilities and the cost of park personnel involved with the permit. In addition fees may be charged for the use of a facility based on current NPS management policy.
- The permittee may be required to provide proof of insurance, naming the park as coinsured, or to secure a performance bond based on the nature of the event, the complexity of the event, the potential risk to life or property and the need to insure compliance with the terms and conditions of a permit.
- Permit applications will be processed on a first-come, first-served basis determined by the date a signed application is received in the special events office, except for the provision stated below. A permit application may be denied if a permit has been previously issued to another group for the same time and/or place, or the application fails to meet any of the above criteria.
- Since certain resources within the park are owned by the City of Philadelphia, the City shall be given special consideration in the use of those lands for special events.
- Food may not be served in conjunction with a NPS approved special event conducted in the historic corridor of the park (between Walnut & Chestnut, 6<sup>th</sup> through 3<sup>rd</sup> Streets and Welcome Park.
- National Park Service personnel will monitor all events.

**INDIVIDUAL BUILDING/SITE CRITERIA** - Additional criteria have been developed for individual buildings and sites within the park that invoke special concerns due to fragile historic or natural resources, or the increased probability of disruption to normal visitor activities, due to high visitation. These criteria are listed under the specific building and site identified below:

Note: Where a maximum number of people is specified the number is generally based upon the occupancy limit as calculated using the Life Safety Code, but in some cases where the number of people allowed using the Life Safety Code was felt to be too high to provide for the adequate protection of the resource a lower number was specified based on the professional judgement of the park staff. These numbers apply to special events and are absolute totals and include participants, caterers, park staff, etc. and may not be exceeded.

**INDEPENDENCE HALL - FIRST FLOOR:**

Because of the potential to cause damage to the resource and unreasonably interfere with interpretation, visitor services, or other program activities, special events are not permitted to take place on the first floor of Independence Hall.

**INDEPENDENCE HALL - SECOND FLOOR (LONG GALLERY):**

The primary purpose of the second floor of Independence Hall is to provide visitors with the opportunity to view and experience this restored and refurnished area of the building. This purpose will take precedence over all other activities. Because of the potential to cause damage to the resource and unreasonably interfere with interpretation, visitor services, or other program activities, special events are not, except as noted below, permitted to take place on the second floor of Independence Hall. The Superintendent may consider other activities as long as they do not interfere with the primary purpose and do not endanger the historic structure and its fragile, irreplaceable furnishings. Activities and functions that might be considered must conform to the following criteria:

- The activity is recognized by the Secretary of the Interior (including those given by the President and Vice President of the United States and ceremonies honoring foreign dignitaries of the rank of Ambassador or above).
- The event is associated with the awarding of the Liberty Medal or the traditional meeting of the Descendants of the Signers of the Declaration of Independence.
- No food or drink will be served.
- Attendance will be limited to 85 people.

**INDEPENDENCE HALL TOWER AND/OR RINGING THE CENTENNIAL BELL:**

Because tower access poses a clear and present danger to the public health and safety, requests for access to the above space or permission to ring the Centennial Bell shall meet the following criteria to receive consideration:

- Permission to ring the Centennial Bell is limited to Independence Hall Bell Ringers or qualified NPS staff.
- Events for which the Centennial Bell is rung must be directly associated with the interpretive focus of the park and/or requested through a federal proclamation.

The following restrictions apply to the use of the tower and/or ringing the Centennial Bell:

- A maximum number of ten (10) people are allowed in the tower at any one time, including National Park Service personnel.
- No one under the age of 13 is permitted in the tower.
- No one with a heart condition is permitted in the tower. No one with a physical handicap that would impede exiting in an emergency situation is allowed.
- Individuals given permission to enter the tower, above Level 5 may be required to sign a liability waiver.

**INDEPENDENCE SQUARE:**

Historically, this area always included walks and greens for public enjoyment. The area now known as Independence Square was last redesigned in 1915 and is designated an historic landscape. As such, special events in this area are minimized to preserve the atmosphere of peace and tranquility and to avoid unreasonable interference with interpretation, visitor services or other program activities. Requests for activities and special events to be held in the above space shall meet one or more of the following criteria to receive consideration:

- The National Park Service sponsors the event.
- The event is sponsored by a government agency, has a direct association with the events that occurred on the Square, and marks a significant milestone year.
- The event involves the appearance of the President or Vice president of the United States in an official capacity.
- The event celebrates Independence Day either in compliance with a congressional resolution or by sponsorship by a government agency.
- The event has a continuous history of taking place on the Square predating the creation of the park. These events include:
  1. George Washington Birthday wreath laying ceremony sponsored by the Patriotic Order of the Sons of America.
  2. George Washington birthday ceremony sponsored by the Sons of the American Revolution.
  3. The Memorial Day wreath laying ceremony sponsored by the Grand Army of the Republic.
  4. The Friendly Sons of St. Patrick who have held ceremonies at the Barry Statue.
  5. The Sons of Union Veterans of the Civil War who have held ceremonies in the past.

**WEST WING INDEPENDENCE HALL (1<sup>st</sup> FLOOR GREAT ESSENTIALS EXHIBIT):**

In order to minimize the potential for injury or damage to the resource and to preclude unreasonable interference with interpretation, visitor services or other program activities, special events are not permitted to take place in the Great Essentials Exhibit area. However, during visits by dignitaries such as the President of the United States, this area may serve a security component.

**WEST WING INDEPENDENCE HALL (VIP ROOM):**

In order to minimize the potential for damage to the resource and to preclude unreasonable interference with interpretation, visitor services or other program activities, use of the below space shall be restricted to the following:

- Guests of the park Superintendent.
- Federal protectees.
- As a gathering place for participants involved in the Liberty Medal ceremony.
- The annual meeting of the local chapter of the Daughters of the American Revolution (traditional).
- Events involving food and/or drink will be considered. Any cooking must be confined to the kitchen area. No open flame, including sterno, will be permitted.
- All permitted activities will be limited to a maximum of 25 people.

**CONGRESS HALL (HOUSE OF REPRESENTATIVES CHAMBER):**

In order to minimize the potential for damage to the resource and to preclude unreasonable interference with interpretation, visitor services or other program activities, requests for activities and special events to be held in the above space shall meet the following criteria to receive consideration:

- Events sponsored by government agencies, or for high-level symposia consistent with the mission of the park.
- No food or drink will be served.
- The event must be directly associated with the interpretive focus of the building, and must further the mission of the park.
- Attendance will be limited to 150 people.

**CONGRESS HALL (SENATE CHAMBER):**

In order to minimize the potential for injury or damage to the resource and to preclude unreasonable interference

with interpretation, visitor services or other program activities, special events are not permitted in the Senate Chamber.

**OLD CITY HALL:**

In order to minimize the potential for damage to the resource and to preclude unreasonable interference with interpretation, visitor services or other program activities, requests for activities and special events to be held in the above space shall meet the following criteria to receive consideration:

- Events sponsored by other government agencies.
- No food or drink will be served.
- The event must be directly associated with the interpretive focus of the building, and must further the mission of the park
- Attendance will be limited to 40 people.

**FIRST BANK OF THE UNITED STATES:**

In order to prevent injury or damage to the resource and avoid unreasonable interference with the administrative activities of the National Park Service, special events are not permitted to take place in the First Bank.

**PARK HEADQUARTERS (MEB)(CONFERENCE ROOMS):**

In order to avoid unreasonable interference with the administrative activities of the National Park Service, and to prevent damage to park resources, requests for the use of the above space shall meet the following criteria to receive consideration:

- Activities sponsored by other government agencies.
- Events involving food and/or drink will be considered. No cooking will be permitted.
- All permitted activities are limited to a maximum of 35 persons for the main 2<sup>nd</sup> floor conference room of Park Headquarters and 20 for the secondary 2<sup>nd</sup> floor conference room.

**LIBERTY BELL CENTER (INTERIOR):**

The Liberty Bell is one of this country's most popular and treasured symbols. For this reason it is important that the Liberty Bell remain available for public viewing, unencumbered by special events. In order to minimize the potential for damage to the resource and to preclude unreasonable interference with interpretation, visitor services or other program activities, events must meet at least one of the following criteria to be considered to be conducted in the Liberty Bell Center:

- Military reenlistment and commissioning ceremonies. Ceremonies are scheduled from 8:45 – 9:00 a.m.
- Events sponsored by the NPS.
- Wreath layings by foreign heads of state.
- The following commemorative ceremonies that have traditionally taken place in the Center for a number of years, providing there is not a lapse of 2 or more years:
  - National Freedom Day annual wreath laying ceremony sponsored by the National Freedom Day Association.
  - Independence Day National Bell Tapping (Let Freedom Ring) ceremony sponsored by the Sons of the American Revolution.
  - Martin Luther King Day ceremony sponsored by the Philadelphia Martin Luther King Association for Nonviolence.
  - Annual wreath laying ceremony sponsored by the Islamic Cultural Preservation and Information Council.

The Liberty Bell Chamber is restricted to 125 persons.

**FIRST BLOCK SCREENING PAVILION (EXTERIOR):**

Recognizing that the symbolism of the Liberty Bell encourages the guaranteed exercise of free speech and

assembly, the Market Street side of the First Block Screening Pavilion is made available to applicants who satisfy the following criteria:

- The event involves the exercise of First Amendment rights including freedom of assembly, speech, religion or press.
  - Public address systems must be adjusted so that the sound does not interfere with interpretive programs.
  - The sidewalk will not be blocked.
  - No stage may be assembled in the permit area, however, a small speaking stand or riser may be permitted.
  - No unattended physical displays are permitted.
  - Visitor access to the Pavilion will not be impeded.
  - Signage, banners, displays, etc. may not be attached to or contact park buildings, facilities or trees.
- \* The occupancy capacity of the First Amendment space is 75 persons. The First Amendment space in front of the Pavilion is divided into three sections, each with a capacity for 25 persons. At times when there are multiple permit requests, the park may apportion the space amongst the permit applicants, thus limiting the maximum number of participants each permitted event may have.

### **FIRST BLOCK INDEPENDENCE MALL:**

The association between the Liberty Bell and Independence Hall is one of the most important and symbolic anywhere. It is important to the visitor experience that the association between these two icons remains undisturbed. In order to preserve that experience for the visitors the following criteria for use are established:

- To avoid unreasonable interference with visitor services and impairment of the atmosphere of peace and tranquility maintained in this historic and commemorative zone of the park, no special use permit will be issued for the area defined by the two flagstone walk ways, the south end of the First Block Screening Pavilion and the Chestnut Street curb while either building is open to the general public. Events sponsored by the City of Philadelphia or co-sponsored by Independence National Historical Park are exempted from this condition.
- The Market Street side of the First Block Screening Pavilion (Exterior) is made available to applicants who satisfy one or more of the conditions listed under the preceding paragraph.
- Due to the fragile, possibly unstable nature of the subsoil, no permits will be issued for the grass lawn.
- Amplification for events held in this area must not interfere with interpretive programs or administrative activities in the buildings or in the area.

### **SECOND BLOCK (EXTERIOR) - INDEPENDENCE MALL:**

Special events will not be permitted on the northern portion of this block until such time as the construction work is completed.

In order to minimize the potential for damage to the resource and to preclude unreasonable interference with interpretation, visitor services or other program activities, requests for activities and special events to be held in the above space shall meet the following criteria to receive consideration:

- The event involves the exercise of First Amendment rights including freedom of assembly, speech, religion or press, or
- The activity is directly associated with the interpretive focus of the park, furthers the mission of the park and/or is an activity in which the NPS is a participant, or
- The event is sponsored by the NPS, organizations with cooperative agreements with the NPS, educational institutions (school bands and choral groups), official State or City tourism agencies or other government entities (i.e. City, State or Federal).
- A public address system may be used providing the sound does not disrupt interpretive programs or adjacent businesses.
- Signage, banners, displays, etc. may not be attached to or contact park monuments, walls, facilities or trees.
- The event is limited to a max. of 1,000 persons. Specific Terms & Conditions will address the variances.
- Permittees requiring vehicle access to the site for loading and unloading must request and receive authorization to do so on the Permit Application. Authorized vehicles may enter at the Fifth Street driveway

entrance. Vehicles must leave after loading and/or unloading.

- No motorized vehicles of any sort are permitted off of the driveway.
- No equipment is allowed to be setup in the planted (non-lawn) areas of the block.
- Sidewalks and pedestrian ways including the bricked area on the north west end of the driveway must be kept clear and unobstructed.
- Permittees are to draw power from the power outlets on the block. It is the Permittee's responsibility to provide adequate exterior extension cord, and to mat or tape the cords wherever they cross pavement. Those Permittees requiring power beyond the capacity of the outlets provided must gain permission in advance to use portable generator units.
- Equipment may not be left on site unattended. The Permittee is responsible for the security of all equipment. Under certain circumstances and with advance approval of the National Park Service (NPS) the Permittee may be allowed to hire private unarmed security guards to guard the equipment used on site.
- The maximum tent size is 20' wide X 20' long by 15' high. No tent is allowed on the site for more than 48 hours without the Superintendent's prior approval. No tent flooring is permitted. Tents must be installed by use of weighted ballast rather than ground penetrating devices. Tent material and installation must comply with National Fire Protection Association (NFPA) Standard 102.
- The maximum stage size is 20' long X 16' wide X 24" high. If a canopy is erected over the stage, the total height from the ground may not exceed 15'. No staging is allowed on the site for more than 48 hours. Staging material and installation must comply with NFPA Standard 102.
- The Permittee must request permission in advance to use amplified sound in conjunction with a permitted event. The sound system must be powered by a park provided power source. No portable amplification systems are permitted. The Park Service will monitor the sound level to ensure that it does not interfere with interpretive programs or park operations. The NPS maintains the right to shut the power down should the Permittee not comply with requests to lower the volume.

#### **INDEPENDENCE VISITOR CENTER:**

Special events within the building are regulated by the Independence Visitor Center Corporation in coordination with Independence National Historical Park.

#### **FREE QUAKER MEETING HOUSE:**

In order to minimize the potential for damage, special events and activities will be limited to the following:

- Events sponsored by the NPS
- The annual meeting of the Free Quaker Society

#### **THIRD BLOCK - INDEPENDENCE MALL:**

Special events within the building will be regulated by the National Constitution Center in coordination with Independence National Historical Park. In order to avoid unreasonable interference with visitor services and enjoyment and to prevent damage to the grass area on the South entrance to the National Constitution Center, special events in this area will be limited to those which bare a direct relationship to a previous tenant or are sponsored by the NCC, the City of Philadelphia or the NPS and which further the mission of the NCC and the NPS.

#### **FRANKLIN COURT (INTERIOR & EXTERIOR):**

In order to avoid unreasonable interference with interpretation, visitor services and other program activities, and because the uneven walking surfaces in Franklin Court constitute a clear and present danger to public health and safety, requests for special events to be held in the above space shall meet the following criteria to receive consideration:

- The event must be directly associated with the interpretive focus of the site, and further the mission of the park.
- Events sponsored by the NPS, organizations with cooperative agreements with the NPS, or other government

entities (i.e. City, State or Federal).

- Events, including any set-up, will take place after the public hours of the site.
- Attendance will be limited to 230 people.
- Interior: Food and drink may not be served. No cooking or open flame, including sterno, will be permitted.

**THIRD STREET VISITOR CONTACT STATION (INTERIOR):**

The interior of the Third Street Visitor Contact Station is not maintained at a level which makes it suitable for public use.

**THIRD STREET VISITOR CONTACT STATION (EXTERIOR):**

To avoid unreasonable interference with visitor services, no special events are permitted.

**SECOND BANK BLOCK:**

The Second Bank of the United States is an architecturally significant building in the historic core of the park, which also includes Library Hall of the American Philosophical Society. Since special events would unreasonably impair the atmosphere of peace and tranquility maintained in this historic zone, and have the potential to cause damage to park resources, no special events are permitted.

**CARPENTERS' HALL BLOCK:**

This area of historic core of the park includes Carpenters' Hall, the First Bank of the United States, the Bishop White House and several other historic structures. Since special events would unreasonably impair the atmosphere of peace and tranquility maintained in this historic zone, and have the potential to cause damage to park resources, no special events are permitted.

**DOCK STREET:**

The view east on Dock Street from Walnut Street is a carefully recreated historic scene that incorporates two national historic landmarks, the Merchants' Exchange and the First Bank of the United States. All care should be taken to maintain this view free from modern intrusions for the enjoyment of our visitors and the community.

**WASHINGTON SQUARE: (Pending signed agreements)**

Washington Square served as a burial ground for nearly all of the 18th century. In the early part of the century it was used as a potter's field, during the American Revolution it served as a cemetery for fallen troops of Washington's Army, later it would serve as a burial ground for victims of the yellow fever epidemics. Today a memorial honoring George Washington and the Tomb of the Unknown Soldier lie within Washington Square. In order to maintain a sense of reverence for those interred on the site and to minimize the potential for damage to the resource and to preclude unreasonable interference with interpretation, visitor services or other program activities, requests for activities and special events to be held in the above space shall meet the following criteria to receive consideration:

- The event has a long history of taking place in the Square & commemorates the events that took place there.
- The event is sponsored by the NPS, organizations with cooperative agreements with NPS or other government entities (i.e. City, State or Federal) and furthers the mission of the park.

**WELCOME PARK:**

In order to minimize the potential for damage to the resource and to preclude unreasonable interference with interpretation, visitor services or other program activities, requests for activities and special events to be held in the above space shall meet the following criteria to receive consideration:

- The event involves the exercise of First Amendment rights including freedom of assembly, speech, religion or press, or
- The activity is directly associated with the interpretive focus of the park, furthers the mission of the park and/or

is an activity in which the NPS is a participant, or

- The event is sponsored by the NPS, organizations with cooperative agreements with the NPS, educational institutions (school bands and choral groups) or other government entities (i.e. City, State or Federal).
- A public address system may be used (no NPS provided power) providing the sound does not disrupt interpretive programs or adjacent businesses.
- The sidewalk will not be blocked.
- Signage, banners, displays, etc. may not be attached to or contact park monuments, walls, facilities or trees.
- The event is limited to 800 persons.
- Food may not be served.

#### **MAGNOLIA GARDEN AND ROSE GARDEN:**

In order not to unreasonably impair the atmosphere of peace and tranquility maintained in these garden areas of the park, special events are limited to those meeting the following criteria:

- The activity is directly associated with the interpretive focus of the park, furthers the mission of the park and/or is an activity in which Independence National Historical Park is a participant, or
- The event is sponsored by the NPS, organizations with cooperative agreements with the NPS or other government entities (i.e. City, State or Federal).
- Wedding ceremonies will be considered for the Magnolia and Rose Garden as long as the ceremony is no longer than two (2) hours in duration, requires only minimal set-up (i.e. maximum of 20 chairs, no public address system, no tents) and involves no more than 35 people. Music may be approved with the condition that it will not be audible in neighboring residences or buildings.

#### **BENJAMIN RUSH (BISHOP WHITE) GARDEN AND 18<sup>TH</sup> CENTURY GARDEN:**

In order not to unreasonably impair the atmosphere of peace and tranquility maintained in these garden areas of the park, special events and public assemblies are not permitted.

#### **CHRIST CHURCH PARK (Second and Market Streets)**

This property was acquired by the National Park Service in order to forestall development of the site, and thus maintain a view of the Church from along Market Street. In order to minimize the potential for injury or damage to the resource, preserve an atmosphere of peace and tranquility and maintain the view shed, special events on this site are limited to those which meet the following criteria:

- The event is sponsored by Christ Church
- The event commemorates a milestone anniversary of an event significant in the history of the Church.

**C. CONDITIONS FOR THE DENIAL OF A PERMIT APPLICATION UNDER 36 CFR §2.50:**

"36 CFR §2.50:

- (a) Sports events, pageants, regattas, public spectator attractions, entertainments, ceremonies, and similar events are allowed: Provided however, there is a meaningful association between the park area and the events, and the observance contributes to visitor understanding of the significance of the park area, and a permit therefore has been issued by the Superintendent. A permit shall be denied if such activities would:
- (1) Cause injury or damage to park resources; or
  - (2) Be contrary to the purposes for which the natural, historic, development and special use zones were established; or unreasonably impair the atmosphere of peace and tranquility maintained in wilderness, natural, historic, or commemorative zones.
  - (3) Unreasonably interfere with interpretive, visitor service, or other program activities, or with the administrative activities of the National Park Service; or
  - (4) Substantially impair the operation of public use facilities or services of National Park Service concessionaires or contractors; or
  - (5) Present a clear and present danger to the public health and safety; or
  - (6) Result in significant conflict with other existing uses."

## 36 CFR §2.51 - PUBLIC ASSEMBLIES

### A. BACKGROUND:

The Bill of Rights was adopted in 1791 in what is now Independence National Historical Park; therefore, the park has a singular association with the rights of assembly and free speech.

In considering applications for permits to assemble under 36 CFR §2.51, the Superintendent will be guided by existing law and National Park Service policy on public assembly, which is stated below:

The right of access to park lands for the expression of views has long been considered a part of our basic constitutional jurisprudence. The Supreme Court has stated:

".....Wherever the title of streets and parks may rest, they have immemorially been held in trust for the use of the public and, time out of mind, have been used for purposes of assembly, communicating thoughts between citizens, and discussing public questions. Such use of the streets and public places has, from ancient times, been a part of the privileges, immunities, rights, and liberties of citizens", **Hague v. C.I.O., 307 U.S. 496, p. 515 (1939)**

This right of access, however, is not unlimited and may be restricted by regulations narrowly drawn so as not to abridge First Amendment rights while protecting a legitimate countervailing public interest. In **Hague, supra**, the Supreme Court further stated:

".....The privilege of a citizen of the United States to use the streets and parks for communication of views on national questions may be regulated in the interest of all; it is not absolute, but relative, and must be exercised in subordination to the general comfort and convenience, and in consonance with peace and good order; but it must not, in the guise of regulation, be abridged or denied.", **Hague v. C.I.O., 307 U.S. 496, p. 516 (1939)**

A second corollary to the principle that access may be regulated to protect a legitimate public interest is that, when the Service permits one group to use a facility for expression of views, it must accord all other groups a similar opportunity. In **Women Strike for Peace v. Morton**, 472 F.2d 1273 (D.C. CIR. 1972), the United State Court of Appeals for the District of Columbia Circuit stated:

"...The only reason why the courts will permit a restriction on communicative conduct is because the state has asserted an independent legitimate interest which can be vindicated only by such a restriction. But if the state has allowed some to invade that interest, it is obvious that the purpose of a restriction on others is to suppress their speech rather than to vindicate any independent interest." p. 1285

Consistent with the protection of constitutionally guaranteed rights, the National Park Service will observe the following policies as stated in the Management Policies for the National Park Service issued in December of 1988, concerning demonstrations, other forms of peaceable assembly and freedom of speech:

"The National Park Service will allow public assemblies, meetings, demonstrations, religious activities, and other public expressions of views conducted under the First Amendment of the U.S. Constitution in parks, in accordance with NPS general regulations", (36 CFR §2.51 & §2.52), "and provided that a permit has been obtained from the park Superintendent. To ensure public safety and the protection of park resources and values and to avoid assigning the same location and time to two or more activities, the Park Service may manage these activities by regulating the time, location, number of participants, use of facilities, and number and types of equipment to be used, but not the content or message."

"Locations within a park that are available for public assemblies and other First Amendment activities, including the sale and distribution of printed matter, will be designated on a map by the Superintendent in accordance with criteria found in the NPS general regulations (36 CFR §2.51 and §2.52) unless the sites are otherwise protected from public disclosure, such as sites sacred to native Americans or sites with vulnerable natural and cultural resources. When the National Park Service allows one group to use an area or facility for expressing views, it must allow all other groups a similar opportunity, if requested. No group wishing to assemble lawfully may be discriminated against or denied the right of assembly, provided that all applicable permit criteria and requirements are met. Whenever religious activities are conducted in parks, any NPS actions pertaining to them must reflect a clearly secular purpose, must have a primary effect that neither advances nor inhibits religion, and must avoid excessive governmental entanglement with religion."

"NPS staff on duty at an area in which a First Amendment activity is being conducted will be neutral toward the activity but will remain responsible for the protection of participants, spectators, private property, public property, and park resources. On duty staff may not participate in a First Amendment activity. NPS employees exercising their First Amendment rights when off duty will not imply an official NPS endorsement of the activity."

## **B. POLICY:**

- Public gatherings, demonstrations, distribution of literature and other public expressions of views and opinions require issuance of a permit.
- The superintendent shall, within two working days, issue a permit upon proper application.
- No public assembly permit shall be issued for a period in excess of 7 days, provided that permits may be extended for like periods upon a new application, unless another applicant has requested use of the same location and multiple occupancy at that location is not reasonably possible,
- The approved locations for the exercise of First Amendment rights including freedom of assembly, speech, religion or press are the Market Street side of the First Block Screening Pavilion (maximum occupancy capacity 75 persons), the Second Block of Independence Mall (capacity to be determined by Safety Officer), Welcome Park (maximum occupancy capacity 800 persons) and, and the terraced area on the west end of the Arch Street entrance to the National Constitution Center(capacity to be determined by Safety Officer). Site plans of these locations are provided as Appendix B.

## **C. CONDITIONS FOR THE DENIAL OF A PERMIT APPLICATION UNDER 36 CFR §2.51:**

- (a) Public assemblies, meetings, gatherings, demonstrations, parades and other public expressions of views are allowed within park areas, provided a permit therefore has been issued by the Superintendent. ....
- (c) The Superintendent shall, without unreasonable delay, issue a permit on proper application unless:
  - (1) A prior application for a permit for the same time and place has been made that has been or will be granted and the activities authorized by that permit do not reasonably allow multiple occupancy of that particular area; or
  - (2) It reasonably appears that the event will present a clear and present danger to the public health and safety; or
  - (3) The event is of such a nature or duration that it cannot reasonably be accommodated in the particular location applied for, considering such things as damage to park resources or facilities, impairment of a protected area's atmosphere of peace and tranquillity, interference with program activities, or impairment of public use facilities."

Additionally, activities must meet one or more of the site-specific criteria listed under 36 CFR §2.50 for Special Events.

## **36 CFR §2.52 - SALE OR DISTRIBUTION OF PRINTED MATTER**

### **A. BACKGROUND:**

The Superintendent shall be guided by the same background concepts as expressed in 36 CFR §2.51 Public Assemblies.

### **B. POLICY:**

Permits are required for the SALE OR DISTRIBUTION OF PRINTED MATTER, within the boundaries of Independence National Historical Park.

- The superintendent shall, within two working days, issue a permit upon proper application.
- The sale or distribution of printed matter is allowed within park areas, provided that a permit to do so has been issued by the Superintendent, and provided further that the printed matter is not solely commercial advertising. Printed material is defined as message-bearing textual printed material such as books, pamphlets, magazines, and leaflets. Not permitted are audio or videotapes, T-shirts, posters or other items. No distribution of literature permit shall be issued for a period in excess of 14 days, provided that permits may be extended for like periods upon a new application, unless another applicant has requested use of the same location and multiple occupancy at that location is not reasonably possible.
- No permit shall be issued for a period in excess of 7 days, provided that permits may be extended for like periods upon a new application, unless another applicant has requested use of the same location and multiple occupancy at that location is not reasonably possible,

## **36 CFR §2.62 - MEMORIALIZATION**

- The scattering of human ashes from cremation is prohibited, except pursuant to the terms and conditions of a permit.

## **36 CFR §4.30 - BICYCLES**

- Bicycles are prohibited from being ridden on all park sidewalks, walks and park roads/alleys when pedestrian congestion precludes safe operation.
- Bicyclists must yield to pedestrians.
- Bicycles may only be left unattended in a bicycle rack (see 36 CFR §2.22(b)(2) Abandoned Property).

## **36 CFR §5.1 - COMMERCIAL NOTICES OR ADVERTISEMENTS**

- Commercial notices or advertisements shall not be displayed, posted, or distributed on federally owned or controlled lands within a park area unless prior written permission has been given by the Superintendent. Such permission may be granted only if the notice or advertisement is of goods, services, or facilities available within the park area and such notices and advertisements are found by the Superintendent to be desirable and necessary for the convenience and guidance of the public.

## **36 CFR §5.3 - BUSINESS OPERATIONS**

- Engaging in or soliciting any business is prohibited except as permitted by contract, permit or written agreement with the NPS.

### **36 CFR §5.5(a) - MOTION PICTURES AND TELEVISION**

Written permission from the Superintendent is required for any motion picture productions, television productions (film or video) or sound tracks that involve the use of models, sets or props or if the production is requesting special considerations such as access to non-public areas of a building or the use of electrical power. Permission to film or videotape in a building can be granted by the Superintendent when:

- The activity has a meaningful and accurate association with the historic resource or
- The production would contribute to the public understanding / appreciation of the historic resource.

Permitted activities must not:

- Cause damage to natural or historic resources.
- Unreasonably interfere with normal park operations, resource protection, pedestrian traffic or visitor use.
- Present a clear and present danger to the public health and safety.
- Result in significant conflict with other existing uses.
- Contain an implied or stated endorsement by the National Park Service.

The same considerations will be applied by the Superintendent in granting permission for exterior use of buildings and grounds to motion picture or television productions on Independence Square and Blocks 2 and 3 of Independence Mall. The Superintendent may choose not to apply the criteria of a meaningful association with the historic resource or that it would contribute to the public understanding and appreciation of the historic resource to video production in other areas of the park.

Permittees may be required to reimburse the park for any costs incurred due to their activity, including but not limited to personnel costs and utility costs. A fee for the use of the area may be imposed subject to National Park Service policy and regulations. Applications will be processed on a first-come, first-served basis determined by the date a signed application is received in the Special Events Office. Applications should be received no later than three business days prior to the proposed event.

Photographers may be required to provide proof of insurance, naming the United States of America as coinsured, and/or to secure a performance bond based on the nature of the event, the complexity of the event the potential risk to the natural or historic resource and the need to insure compliance with the terms and conditions of the permit.

Coverage of breaking news never requires a permit, but is subject to the imposition of restrictions and conditions necessary to protect park resources and public health and safety, and to prevent derogation of park values.

### **36 CFR §5.5(b) - STILL PHOTOGRAPHY**

As a general rule, permits are not required for commercial or non-commercial photography, regardless or whether they are using interior or exterior locations. However, in the following cases a written permit from the Superintendent is required:

- Photography that involves advertising products or services or the use of models, sets, or props.
- Photography that could result in damage to historic or natural resources or significant disruption to normal visitor use.
- Photography that requires assistance from the National Park Service, such as electrical power or personnel assistance.
- Photography which requests access to areas normally closed to the public, except that oral approval can be given for such access to a photographer engaged in bona fide newsgathering activities.
- Wedding photos taken by either commercial or noncommercial photographers. (Note: Wedding photos are permitted in certain areas of the park, but not in park buildings.)

Applications will be processed on a first-come, first-served basis determined by the date a signed application is received in the Special Events Office.

Photographers may be required to provide proof of insurance, naming the United States of America as coinsured, and/or to secure a performance bond based on the nature of the event, the complexity of the event the potential risk to the natural or historic resource and the need to insure compliance with the terms and conditions of the permit. Photographers may also be required to reimburse the park for costs incurred by the park due to the permit, including but not limited to utility and personnel costs. A fee for the use of the area may be imposed subject to National Park Service policy and regulations.

Permitted activities must not imply or state National Park Service endorsement of the advertised product or service.

Coverage of breaking news never requires a permit, but is subject to the imposition of restrictions and conditions necessary to protect park resources and public health and safety, and to prevent derogation of park values.

# **APPENDIX - A**

## **SPECIAL EVENTS, PUBLIC ASSEMBLIES OR MEETINGS**

### **PERMIT PACKAGE**

#### CONTENTS:

1. APPLICATION/PERMIT
2. PERMIT CONDITIONS - General

UNITED STATES DEPARTMENT OF THE INTERIOR  
NATIONAL PARK SERVICE  
INDEPENDENCE NATIONAL HISTORICAL PARK  
143 SOUTH THIRD STREET  
PHILADELPHIA, PA 19106

APPLICATION/PERMIT - SPECIAL EVENTS, PUBLIC ASSEMBLIES, AND MEETINGS

INSTRUCTIONS: Type/print in black ink the information requested in items 1-10. If a section or sections do not apply, insert N/A. If space provided is insufficient, attach supplemental sheet(s) bearing the item number. After completing all items, sign and date the certification in item 11 and return this application along with a check or money order for the application charge of \$50.00. Make the check/money order payable to Independence National Historical Park, and forward to: Independence National Historical Park, 143 South Third Street, Philadelphia, PA, 19106, Attn: Special Events Office.

The Special Events Office, (215) 597-9205 Fax: (215) 597-0042 is open from 8:30 a.m. to 4:30 p.m., Tuesday through Saturday. We will contact you if further information is necessary or if your application cannot be approved as requested. The National Park Service reserves the right to deny requests that are not compatible with the conditions and guidelines established in 36 CFR §2.50 & §2.51.

Upon approval of your application, a copy of your approved application/permit, and the terms and conditions of the permit will be returned to you. After you receive this confirmation, it will be your responsibility to contact the Special Events Office if any change occurs. The approved application/permit and conditions of the permit must be in your possession at all times while on park property during the event.

1. APPLICANT Name: \_\_\_\_\_ 2. ORGANIZATION Name: \_\_\_\_\_  
Street/Address: \_\_\_\_\_ Street/Address: \_\_\_\_\_  
City/State/Zip Code: \_\_\_\_\_ City/State/Zip Code: \_\_\_\_\_  
Phone No.: Day ( ) \_\_\_\_\_ Evening ( ) \_\_\_\_\_ Phone No.: ( ) \_\_\_\_\_  
Fax( ) \_\_\_\_\_ Mobile: \_\_\_\_\_ E-Mail: \_\_\_\_\_

3. Purpose/Nature of the event for which the permit is requested: \_\_\_\_\_  
\_\_\_\_\_

4. Date(s) & Time(s) of the Event:  
A. Set-up for the event will begin at \_\_\_\_\_ (am/pm) on \_\_\_\_\_ (Month/Day/Year).  
B. The event will begin at \_\_\_\_\_ (am/pm) on \_\_\_\_\_ (Month/Day/Year)  
and the event will end at \_\_\_\_\_ (am/pm) on \_\_\_\_\_ (Month/Day/Year).  
C. Clean-up/take-down will be completed by \_\_\_\_\_ (am/pm) on \_\_\_\_\_ (Month/Day/Year).

5. Maximum number of participants expected \_\_\_\_\_ (if unsure, please provide an estimate).

6. Specific park buildings, grounds or facilities requested.  
\_\_\_\_\_  
\_\_\_\_\_

7. Name of person who will be in charge of the event on-site: \_\_\_\_\_ Phone Number: ( ) \_\_\_\_\_  
Note: The person named here shall be the one who has full authority to make any on-site decisions about the event.

8. Please supply the information requested below. Failure to provide complete information may result in denial of your permit application.  
A. Describe plans for the proposed event. Include a complete time schedule and a list and/or description of all activities planned for the event, the proposed route of any march or parade planned, and a list of all principal speakers, if any.  
B. List all items to be used during the event including platforms, AV equipment, signs, fencing, decorations, catering equipment, tables, chairs, etc..  
Note: No parking is provided. Any loading/unloading must be done from the curb.  
C. List all vendors, contractors, groups, or individuals providing support services for the event such as caterers, sound technicians, electricians, entertainment groups, etc. (including name, address, phone number, and service provided).

(continued)



**INDEPENDENCE NATIONAL HISTORICAL PARK  
143 SOUTH THIRD STREET  
PHILADELPHIA, PA 19106**

**Special Events, Public Assemblies and Distribution of Literature  
PERMIT CONDITIONS**

1. All park permits are issued by the Special Events Office, 143 South Third Street, Philadelphia, PA 19106. Telephone: (215) 597-9205, Fax: (215) 597-0042, E-mail: frank\_eidmann@nps.gov
2. Special events such as public spectator attractions, ceremonies and commemorative programs are managed and regulated under 36 CFR § 2.50, DO/RM-53 and Independence National Historical Park Superintendent's Compendium. Permits issued for special events can be valid for no more than 7 days, and may not be transferred or assigned without the consent of the Superintendent. The Superintendent may disapprove a request for a special event if it is determined that:
  - It will conflict with law or policy
  - It will be a derogation of the values and purposes for which the park was established;
  - It is inconsistent with the park's enabling legislation;
  - It has a reasonable potential to cause illness, personal injury, or property damage;
  - It will unduly interfere with normal park operations, resource protection, or visitor use;
  - There is a no meaningful association between the park area and the event;
  - The observance does not contribute to visitor understanding of the significance of the park.;
  - The event is conducted primarily for the material or financial benefit of participants, involves commercialization, advertising, or publicity by participants, or for which a separate public admission fee is to be charged, unless the event is directly related to the purposes for which a park was established.
3. A non-refundable application charge of \$50.00 is due at the time of submission of a special event permit. Checks are to be payable to Independence National Historical Park. In addition to the application charge, the Permittee will be billed for all costs associated with the permit. The Superintendent may reduce or waive fees for projects that provide benefit to the NPS.
4. First Amendment activities such as public assemblies, meetings, gatherings, demonstrations, parades and other public expressions of views and opinions are managed and regulated under 36 CFR § 2.51, DO/RM-53 and Independence National Historical Park Superintendent's Compendium. Activities associated with the exercise of these rights will be reasonably regulated to protect legitimate government interests. Therefore, the Superintendent may regulate such aspects of First Amendment activities as the time, place and manner where they are conducted in order to protect park resources. When the requested use is a right involving access to park land for the exercise of First Amendment rights including freedom of assembly, speech, religion and press, there will no requirement for fees, cost recovery, bonding or insurance. Such permit applications will be acted upon within (2) business days.
5. The sale of merchandize in the parks is prohibited by 36 CFR § 5.3, except for the sale of printed matter as defined in 36 CFR § 2.52, and Special Directive 95-11. The sale or distribution of printed material is allowed within certain park areas provided that the Superintendent so has issued a permit to do, and provided further that the printed material is not solely commercial advertising. Printed matter will be limited to message-bearing textual printed material such as books, pamphlets, magazines and leaflets whose primary purpose is the advocacy, definition or explanation of a group's or individual's political, religious, scientific or moral beliefs. All other forms of merchandise, including posters, coffee mugs, sunglasses, audio or video tapes, T-shirts, hats, ties, shorts and other clothing articles, may **not** be sold under this regulation. Permits issued for the sale or distribution of printed matter will be valid for no more than 14 consecutive days and will be exempt from the application fee requirement.
6. This permit is made upon the express condition that the United States, its agents and employees shall be free from all liabilities and claims for damages and/or suits for or by reason of any injury, or death to any person or damage to property of any kind whatsoever, whether to the person or property of the Permittee, its agents or employees, or third parties, from any cause or causes whatsoever while in or upon said premises or any part thereof during the term of this permit or occasioned by any occupancy or use of said premises or any activity carried on by the Permittee in connection herewith, and the Permittee hereby covenants and agrees to indemnify, defend, save and hold harmless the United States, its agents, and employees from all liabilities, charges, expenses and costs on account of or by reason of any such injuries, deaths, liabilities, claims, suits or losses however occurring or damages growing out of the same.
7. The Permittee is required to comply with all applicable federal, state and local laws, ordinances, regulations, codes, permit requirements, and conditions, as well as park regulations contained in Title 36 of the Code of Federal Regulations. This permit may be terminated upon breach of any of the conditions herein or at the discretion of the Superintendent.

8. The Permittee is prohibited from giving false information; to do so will be considered a breach of conditions and be grounds for revocation [Re: 36 CFR § 2.32(4)].
9. The Permittee will take special care to prevent damage to park resources. The Permittee will be held liable to for any damage to park property arising out of this permit.
10. The National Park Service reserves the right to inspect all temporary structures, equipment and power utilization prior to installation and or use. If such inspection results in an unsafe determination, the Permittee will be required to obtain appropriate engineering certifications prior to use.
11. Eating and drinking is prohibited in park buildings, unless authorized in the special permit conditions. Smoking is prohibited.
12. The use of any device or prop that utilizes an open flame is prohibited.
13. Parking on park property is prohibited. All loading and unloading must be done from the curb.
14. The permit is only for use of the specific area and time period designated on the permit. Issuance of a permit does not guarantee exclusive use of an area or building. The area for which the permit is issued will remain open to the public during park visiting hours. Permit activities must not interfere with park visitors or interpretive programs.
15. Public address systems and sound amplification equipment shall not be allowed unless prior permission has been requested and approved on the application/permit. If approved, audio amplification may not interfere with any visitor activities.
16. The consumption of alcoholic beverages or the possession of a receptacle containing an alcoholic beverage which is open, or whose seal is broken, is prohibited unless prior permission has been requested and approved on the application/permit.
17. Commercial soliciting is prohibited. Noncommercial soliciting is prohibited unless prior permission has been requested and approved on the application/permit.
18. If an event requires electrical power, prior special arrangements must be made. The Permittee must supply cables or extension cords as well as matting to cover them. All electrical connections must be inspected and approved by park personnel before the power will be turned on. Power may be turned off at any time at the discretion of the National Park Service. Permittees may supply their own electricity through the use of a generator with prior written permission of the park Superintendent. Generators must be grounded, accompanied by a 10 pound ABC type fire extinguisher and are subject to inspection by the park electrician.
19. Wedding ceremonies conducted in the park require a permit approved by the park Superintendent. Wedding ceremonies may only be conducted in the Magnolia Garden or the Rose Garden. Such ceremonies are limited in duration to two hours. Total guests cannot exceed 35, with a maximum of 20 chairs. Food, beverages, tents, live music or the use of amplified sound systems are not permitted.

## OPTIONAL CLAUSES

1. The Permittee agrees to carry a general liability insurance policy against claims occasioned by the action or omissions of the Permittee, its agents and employees in carrying out the activities and operations authorized by this permit. Such insurance shall be in the amount of \$ \_\_\_\_\_, and the United States of America is named as additionally insured on that policy. Proof of insurance must be submitted prior to the permitted event.

**2. The Permittee will be required to post a bond or cash deposit in the amount of \$ \_\_\_\_\_ to insure that the area is left in as good condition after completion of filming activities as it was before. The park must receive the bond before the permitted activity begins. This bond may also be increased to include and used to cover all cost recovery amounts described below:**

- Upon abandonment, suspension, revocation, or termination of the permit, the Permittee will remove, with a reasonable time prescribed by the Superintendent, all equipment, property, structures and improvements, except those owned by the government or otherwise conditioned within the permit, and will restore the area.
- If the Permittee fails to remove such equipment, property, structures and improvements within the prescribed time, they will become the property of the government and may be sold, destroyed or otherwise disposed of without liability to the government. However, the Permittee will remain liable for all costs associated with the removal, including costs of sale and

impoundment, cleanup and restoration of the area.

# **APPENDIX - B**

## **FILMING AND PHOTOGRAPHY**

### **PERMIT PACKAGE**

#### CONTENTS:

1. APPLICATION/PERMIT
2. CONDITIONS

**UNITED STATES DEPARTMENT OF THE INTERIOR  
NATIONAL PARK SERVICE  
INDEPENDENCE NATIONAL HISTORICAL PARK  
143 SOUTH THIRD STREET  
PHILADELPHIA, PA 19106**

**APPLICATION/PERMIT - FILMING AND PHOTOGRAPHY**

INSTRUCTIONS: Type/print in black ink the information requested in items 1-8. If a section or sections do not apply, insert N/A. If the space provided is insufficient, attach supplemental sheet(s) bearing the item number. After completing all items, sign and date the certification in item 9 and return this application along with a check or money order for the application charge of \$50.00. Make the check/money order payable to Independence National Historical Park, and forward to: Independence National Historical Park, 143 South Third Street, Philadelphia, PA, 19106, Attn: Special Events Office.

The Special Events Office, (215) 597-9205, Fax: (215) 597-0042 is open from 8:30 a.m. to 4:30 p.m. Tuesday through Saturday. We will contact you if further information is necessary or if your application cannot be approved as requested. Upon approval of your application, a copy of your approved application/permit, and the terms and conditions of the permit will be returned to you. After you receive this confirmation, it will be your responsibility to contact the Special Events Office if any change occurs. The approved application/permit and conditions of the permit must be in your possession at all times while on park property during the filming activity.

1. APPLICANT Name: \_\_\_\_\_ 2. ORGANIZATION Name: \_\_\_\_\_  
Street/Address: \_\_\_\_\_ Street/Address: \_\_\_\_\_  
City/State/Zip Code: \_\_\_\_\_ City/State/Zip Code: \_\_\_\_\_  
Phone No.: Day ( ) \_\_\_\_\_ Evening ( ) \_\_\_\_\_ Phone No.: ( ) \_\_\_\_\_  
Fax No: ( ) \_\_\_\_\_ Mobile No: \_\_\_\_\_ E-mail: \_\_\_\_\_

3. TYPE OF FILMING ACTIVITY  
Describe the nature (still photographs, videotape, etc.) and scope of your filming activity: \_\_\_\_\_  
\_\_\_\_\_

DATE, TIME, AND LOCATION:  
A. List the exact date(s) and time(s) and the specific park buildings, grounds, or facilities requested for your filming activity. Include setup and breakdown times in each request. Indicate exterior and/or specific interior location(s) requested:

Date(s) (Month/Day/Year):	Time(s):	Location(s):
_____	from _____ (am/pm) to _____ (am/pm)	_____
_____	from _____ (am/pm) to _____ (am/pm)	_____
_____	from _____ (am/pm) to _____ (am/pm)	_____
_____	from _____ (am/pm) to _____ (am/pm)	_____

B. If you plan to film building interiors, do you anticipate the need to move antique furnishings or artifacts? Yes \_\_\_\_ No \_\_\_\_  
Note: Furnishings and artifacts may only be touched or moved by a park museum curator.

YOUR PERSONNEL  
A. Name of the person who will be in charge of the filming on-site: \_\_\_\_\_ Phone No.: ( ) \_\_\_\_\_  
Note: The person named here shall be the one who has full authority to make any on-site decisions about the filming activity.

- B. How many members in your crew? \_\_\_\_\_
- C. Will your filming involve talent or actors? Yes \_\_\_\_ No \_\_\_\_
- D. Will you be doing voice takes? Yes \_\_\_\_ No \_\_\_\_
- E. Will you have props or sets? Yes \_\_\_\_ No \_\_\_\_

6. YOUR EQUIPMENT

A. Describe the type and quantity of equipment you anticipate using: \_\_\_\_\_

B. Will you have support vehicles? Yes \_\_\_\_\_ No \_\_\_\_\_

Note: Arrangements for street parking may be made through the Philadelphia Film Office, (215) 686-2668, at least 3 days before your filming.

7. ELECTRICAL NEEDS

A. Provide the name and phone number of your electrician. Name: \_\_\_\_\_ Phone No.:( ) \_\_\_\_\_

B. Describe your electrical power requirements: \_\_\_\_\_

C. Will you have support vehicles that will require power or will be connected by cable to the filming location? Yes \_\_\_ No \_\_\_\_\_

8. YOUR BILLING ADDRESS

You may be required to post a bond or cash deposit in an amount adequate to cover costs such as restoration, rehabilitation, and cleanup of the area(s) used, and other costs resulting from your filming activity.

You may be required to carry a general liability insurance policy in which the National Park Service is named coinsured in an amount sufficient to protect the National Park Service, and submit a copy of that insurance policy to the park.

You will be billed for costs incurred by the National Park Service as a result of your filming (including, but not limited, to personnel costs, utilities, damages, etc.). Provide the exact name of the organization and/or individual and the address to which you would like the bill sent:

Firm/Name: \_\_\_\_\_ Attention: \_\_\_\_\_

Street/Address: \_\_\_\_\_ Phone Number: ( ) \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_ \*Tax ID/ Social Security No: \_\_\_\_\_

\* Information to be provided for billing purposes only.

Privacy Act Notice: The authority for the NPS to recover and retain costs associated with managing special use permits is found in 16 U.S.C. 3a. The Social Security Number and/or Federal Tax ID number requested on this permit application will be used for billing and collection purposes. Providing your Social Security Number or any other information is voluntary. However, failure to do so may delay processing or cause the permit to be declined. The Permittee may choose to pay a cash deposit in lieu of being billed in which case the SSN / Tax ID Number will not be required.

9. CERTIFICATION

In submitting this application, the applicant by his or her signature certifies that:

A. All the information given is complete and correct, and that no false or misleading information or false statements have been given,

B. All estimates are reliable to the best of his or her knowledge and belief as of the date of this application, and

C. All the attached terms and conditions have been read, are understood, and will be complied with fully.

NOTICE: Giving false information or making false statements, in connection with this permit application, is a violation of 36 CFR §2.32[a](3)(ii) and 18 USC §1001 respectively. Violations will be a basis for denial or revocation of a permit and may result in criminal prosecution.

Signature of Permittee (Do not print) \_\_\_\_\_ Date \_\_\_\_\_

PERMIT - FILMING AND PHOTOGRAPHY

As Authorized by Title 36, Code of Federal Regulations, Chapter 1, Section §5.5 (a) and §5.5 (b), the individual, group, or organization is hereby granted permission to film or photograph subject to the terms and conditions of this permit.

General PERMIT CONDITIONS - See Attached Pages. Specific Terms, Conditions, or Limitations Applicable to this Permit:

APPROVED BY: \_\_\_\_\_  
Signature of Park Representative Title Date

PERMITTEE: Mailed / Faxed / Received \_\_\_\_\_ Application Charge Paid: \_\_\_\_\_ Date: \_\_\_\_\_  
Cost Recovery: Exempt: \_\_\_\_\_ Waived: \_\_\_\_\_ Applied \_\_\_\_\_

**INDEPENDENCE NATIONAL HISTORICAL PARK  
143 SOUTH THIRD STREET  
PHILADELPHIA, PA 19106**

**Filming and Photography Permit Conditions**

1. All filming and photography permits are issued by the park Special Events Office, 143 South Third Street, Philadelphia, PA 19106. Telephone: (215) 597-9205, Fax: (215) 597-0042, E-mail: frank\_eidmann@nps.gov
2. The Permittee shall exercise this privilege subject to the supervision of the Superintendent, and shall comply with all applicable laws and regulations of the area.
3. The Permittee will take special care to prevent damage to park resources. The Permittee will be held liable to for any damage to park property arising out of this permit.
4. This permit may not be transferred or assigned without the consent of the Superintendent, in writing.
5. This permit may be terminated upon breach of any of the conditions herein or at the discretion of the Superintendent.
6. The Permittee agrees to carry a general liability insurance policy against claims occasioned by the action or omissions of the Permittee, its agents and employees in carrying out the activities and operations authorized by this permit. Such insurance shall be in the amount of \$ \_\_\_\_\_ , and the United States of America is named as additionally insured on that policy. Proof of insurance must be submitted prior to the filming date.
7. The Permittee is prohibited from giving false information; to do so will be considered a breach of conditions and be grounds for revocation [Re: 36 CFR § 2.32(4)].
8. A non-refundable application charge of \$50.00 is due at the time of submission of the permit. Checks are to be payable to Independence National Historical Park. Allow a minimum of three (3) working days for permit processing. Permits requiring more coordination will take longer to process. In addition to the application charge, the Permittee will be billed for all costs associated with the permit. The Special Events Coordinator will provide the permit applicant with an estimate of the costs upon request. The Superintendent may reduce or waive fees for projects that provide benefit to the NPS.
9. The National Park Service reserves the right to inspect all temporary structures, equipment and power utilization prior to installation and or use. If such inspection results in an unsafe determination, the Permittee will be required to obtain appropriate engineering certifications prior to use.
10. Filming activities requiring the provision of park electrical power will be monitored by a park electrician at cost to the Permittee.
11. Filming activities conducted in areas containing items in the park's museum collections will be staffed by a representative of the park's Curatorial department at cost to the Permittee.
12. Filming of park building **interiors** requires a permit whenever the filming, videotaping, sound recording or still photography involves the use of talent, models, sets or props. Interior filming permits will only be granted when the activity has a meaningful and accurate association with and contributes to the public understanding and appreciation of the historic resource. Permits will be scheduled only during times the buildings are closed to the public.
13. Filming of park **exteriors** requires a permit whenever the filming, videotaping, sound recording or still photography involves products or service advertisement and/or the use of talent, models, sets or props. Such permits do not guarantee exclusive use of an area of the park. Exterior filming only involving the use of tripods (no talent, lighting, models, sets or props) will be exempt from the \$50.00 application charge.
14. Filming permits will be denied if, in the opinion of the Superintendent, the filming activity:
  - Will unduly interfere or conflict with visitors' use and enjoyment of the park.
  - Poses a threat to park resources.
  - Places unreasonable burdens on park staff.
  - Portrays or depicts activities that are not permitted within a recognized park area.

15. The NPS will not censor the content of any project, nor require finished film products for review, files, or documentation purposes.
16. On-Camera appearance by National Park Service employees are allowed under the following conditions:
  - The employee is selected and/or approved by park management, and is depicted performing his or her normal duties, or serving as a subject matter expert.
  - The employees' appearance supports NPS goals and has a beneficial effect for the Service.
  - The role is not scripted.
  - The park pays the employee as part of his or her regular working hours.
17. Use of the NPS Arrowhead in titles, credits or other deliberate disclosures requires the permission of the NPS Director. Incidental filming of the symbol, which may include the shoulder patch of a uniformed employee, an NPS vehicle, or a sign, is NOT prohibited.
18. A credit line is specifically prohibited in instances involving product or commercial advertisement, in films promoting an industry and in films designed to influence Congressional initiatives.
19. Government property (including the uniform) will not be used, loaned or rented to a film company or diverted from its normal use for filming purposes except when the filming activity is done to facilitate or supplement an official NPS function and is approved by the Superintendent.
20. Smoking, eating and drinking is prohibited in park buildings.
21. The use of any device or prop that utilizes an open flame is prohibited.
22. Parking on park property is prohibited. All loading and unloading must be done from the curb.
23. The Greater Philadelphia Film Office is available to provide free assistance for filming and video projects including locating resources, site surveys and parking. The Film Office should be notified of all projects occurring in the City. For further information they can be contacted at: 100 South Broad St. Suite 600, Philadelphia, PA 19110. Telephone: (215) 686-2668, fax: (215) 686-3659.

# **APPENDIX - C**

## **WEDDING PHOTOGRAPHY**

### **PERMIT PACKAGE**

#### CONTENTS:

1. APPLICATION/PERMIT
2. CONDITIONS

UNITED STATES DEPARTMENT OF THE INTERIOR  
NATIONAL PARK SERVICE  
INDEPENDENCE NATIONAL HISTORICAL PARK  
143 SOUTH THIRD STREET  
PHILADELPHIA, PA 19106

APPLICATION/PERMIT - WEDDING PHOTOGRAPHS

APPLICANT: Type/print in black ink the information requested in items 1 - 7. After completing all items, sign and date the certification in item 8 and return this application along with a check or money order for the application charge of \$50.00. Make the check/money order payable to Independence National Historical Park, and forward to: Independence National Historical Park, 143 South Third Street, Philadelphia, PA, 19106, Attn: Special Events Office.

1. APPLICANT Name: \_\_\_\_\_ 2. PHOTOGRAPHER Name: \_\_\_\_\_  
Street/Address: \_\_\_\_\_ Street/Address: \_\_\_\_\_  
City/State/Zip Code: \_\_\_\_\_ City/State/Zip Code: \_\_\_\_\_  
Phone No.: Day ( ) \_\_\_\_\_ Evening ( ) \_\_\_\_\_ Phone No.: ( ) \_\_\_\_\_  
Fax: ( ) \_\_\_\_\_

3. Date Requested: \_\_\_\_\_ (Month/Day/Year)

4. Time Requested: First Choice: \_\_\_\_\_ (am/pm) Second Choice: \_\_\_\_\_ (am/pm)  
Note: Time will be limited to one hour.

5. Area Requested: First Choice: \_\_\_\_\_ Second Choice: \_\_\_\_\_

6. Maximum number of participants expected: \_\_\_\_\_ (if unsure, please provide an estimate.)

7. Name of person who will be in charge of the event on-site: \_\_\_\_\_ Phone Number: ( ) \_\_\_\_\_  
Note: The person named here shall be the one who has full authority to make any on-site decisions about the event.

8. The applicant by his or her signature certifies that: 1) all the information given is complete and correct, and that no false or misleading information or false statements have been given; and 2) the attached terms and conditions have been read, are understood, and will be complied with fully.

Signature of Permittee (Do not print) \_\_\_\_\_ Date \_\_\_\_\_

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PERMIT - WEDDING PHOTOGRAPHS

As Authorized by Title 36, Code of Federal Regulations, Chapter 1, Section §2.50, permission is hereby granted to take wedding photographs subject to the terms and conditions of this permit.

General PERMIT CONDITIONS - See Attached Pages. Specific Terms, Conditions, or Limitations Applicable to this Permit:

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APPROVED BY: \_\_\_\_\_  
Signature of Park Representative Title Date

PERMITTEE: Mailed / Faxed / Received \_\_\_\_\_

Application Charge Paid: \_\_\_\_\_ Date: \_\_\_\_\_

**INDEPENDENCE NATIONAL HISTORICAL PARK  
143 SOUTH THIRD STREET  
PHILADELPHIA, PA 19106**

**WEDDING PHOTOGRAPH PERMIT CONDITIONS**

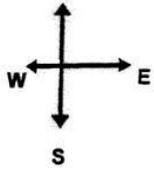
1. The park charges \$50.00 to cover the costs associated with processing, scheduling and monitoring wedding photography permits. The completed permit application, along with a check made out to Independence National Historical Park, should be sent to the Special Events Office at the above address. Allow a minimum of 3 business days for processing. Permits are processed on a first come first served basis. Applications received without the required payment will not be processed. Permit application charges are nonrefundable.
2. Wedding photography applicants are limited to only one of the following 7 locations in the park: the Magnolia Garden, Rose Garden, 18<sup>th</sup> Century Garden, Bishop White Garden, south steps and lawn area of the Second Bank of the United States, front steps of the First Bank of the United States, and the lawn area on the south side of Carpenters' Hall between 3<sup>rd</sup> and 4<sup>th</sup> Streets. A map of the approved areas is provided on the reverse of this form. Wedding photography is not permitted in any other areas of the park. Permits are limited to one hour.
3. The Permittee is required to comply with all applicable federal, state, and local laws, ordinances, regulations, codes, permit requirements, and conditions as well as park regulations contained in Title 36 of the Code of Federal Regulations.
4. This permit is granted in consideration of and upon the express condition that the United States, its agents and employees shall be free from all liabilities and claims for damages and/or suits for or by reason of any injury to any person or property of any kind whatsoever, whether to the person or property of the Permittee or third parties, from any cause whatsoever arising from any activities conducted pursuant to the terms of the permit, and the Permittee hereby covenants and agrees to indemnify, defend and save and hold harmless the United States, its agents and employees from all such liabilities, judgements, expenses and costs on account of or by reason of any injuries, deaths, liabilities, claims, suits or losses however occurring or damages arising out of the same.
5. The National Park Service reserves the right to inspect all temporary structures, equipment and power utilization prior to installation and or use. If such inspection results in an unsafe determination, the Permittee will be required to obtain appropriate engineering certifications prior to use.
6. The Permittee will be held liable for any damage to park property arising out of this permit.
7. This permit may not be transferred to another party.
8. Issuance of a permit does not guarantee exclusive use of an area. The area for which the permit is issued will remain open to the public during park visiting hours. Permit activities must not interfere with park visitors.
9. Parking on park property is prohibited.
10. The consumption of alcoholic beverages and/or the possession of a receptacle containing an alcoholic beverage which is open, or whose seal is broken, is prohibited.
11. The use of helium balloons within the park is prohibited.
12. Should an emergency situation arise once your party is on site requiring the services of a park ranger, you may call the park Special Events Office at (215) 597-9205. If no answer you may call park Communications Center at (215) 597-7077

# **APPENDIX - D**

## **AUTHORIZED PUBLIC ASSEMBLY AREAS**

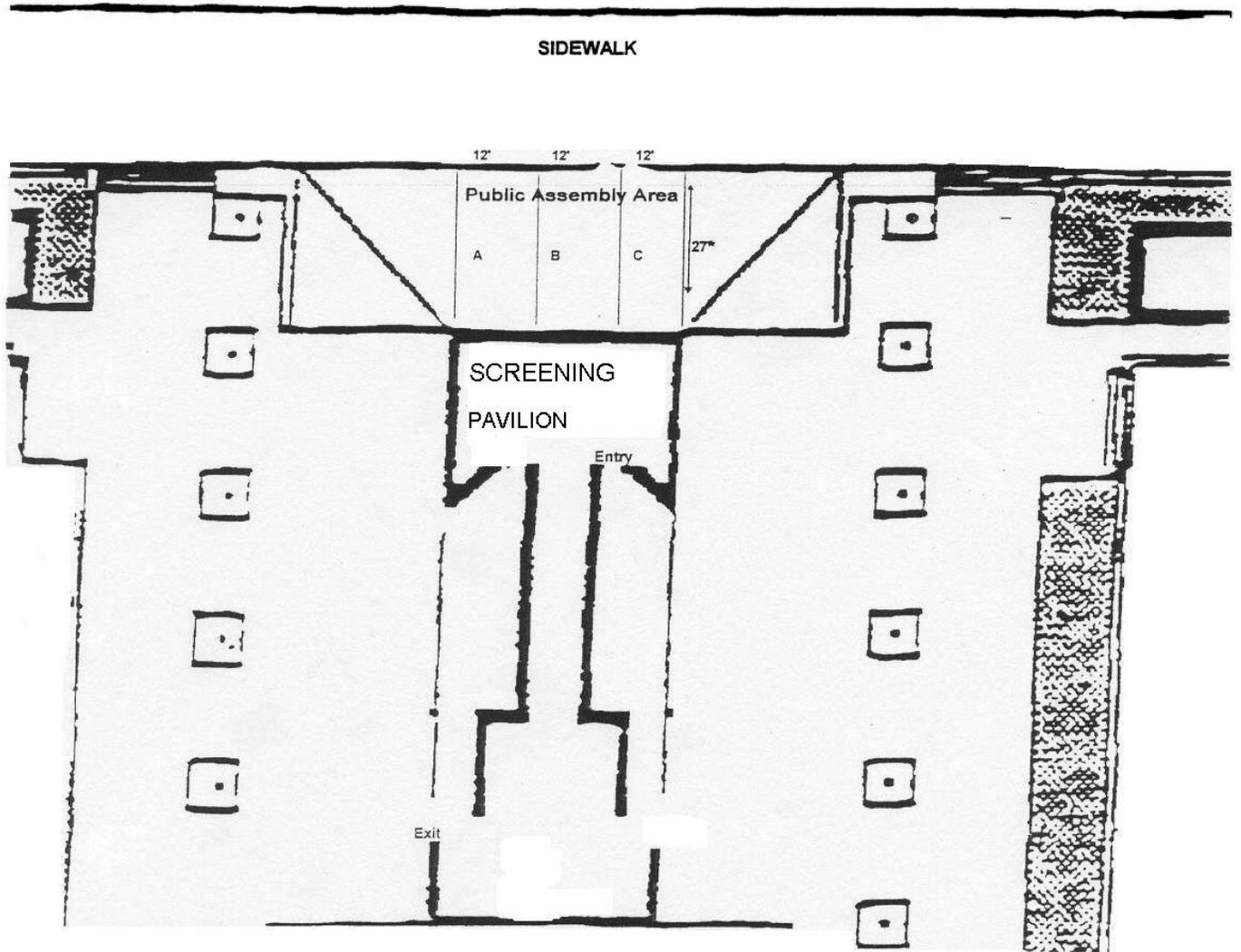
### CONTENTS:

1. MARKET STREET SIDE OF FIRST BLOCK SCREENING PAVILION SITE PLAN
2. BLOCK 2 SITE PLAN
3. WELCOME PARK SITE PLAN
4. THE NATIONAL CONSTITUTION CENTER



# Site Plan of Authorized Public Assembly Areas For Independence National Historical Park

Market Street

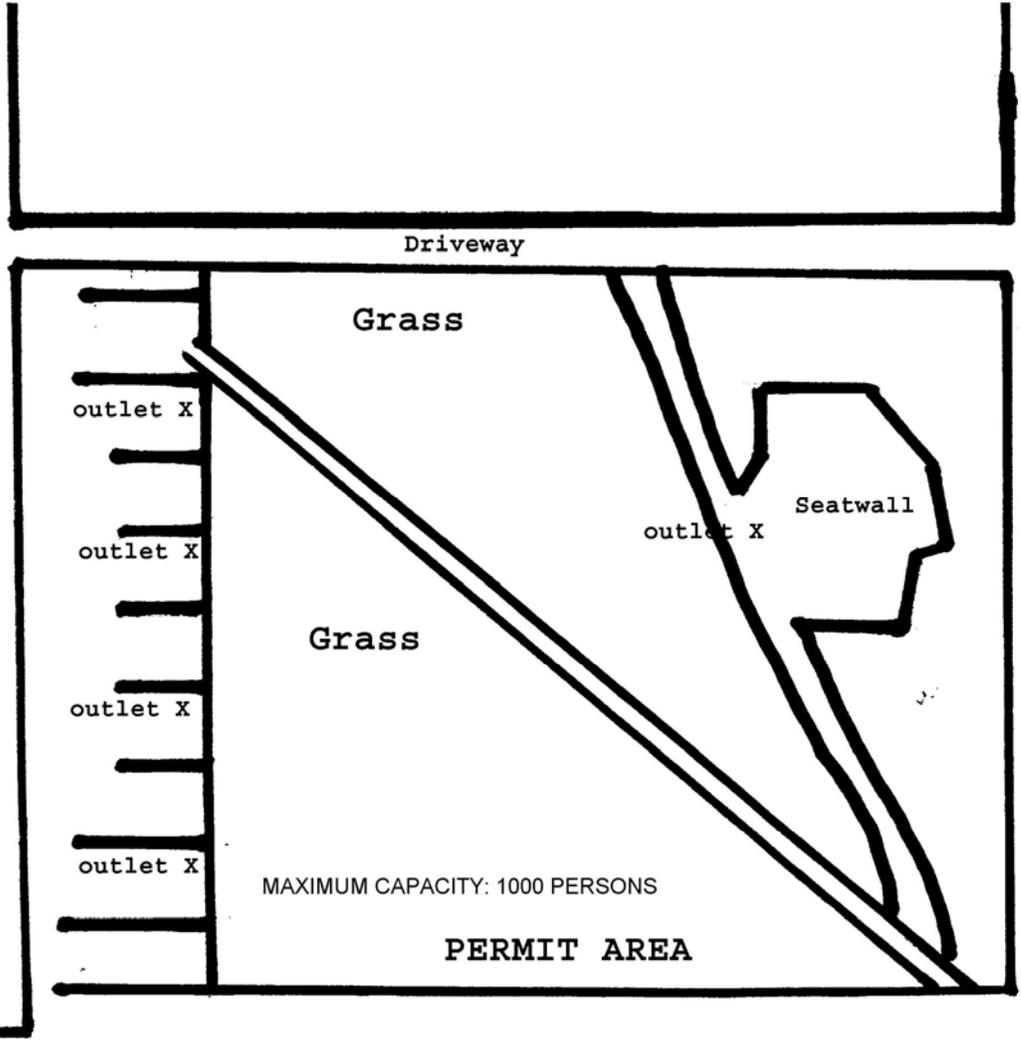


Total Occupancy Capacity for areas A, B and C= 75 Persons

\*MEASUREMENTS ARE APPROXIMATE

Sixth Street

Independence Visitor Center



Driveway

Grass

outlet X

outlet X

outlet X

outlet X

outlet X

Seatwall

Grass

MAXIMUM CAPACITY: 1000 PERSONS

PERMIT AREA

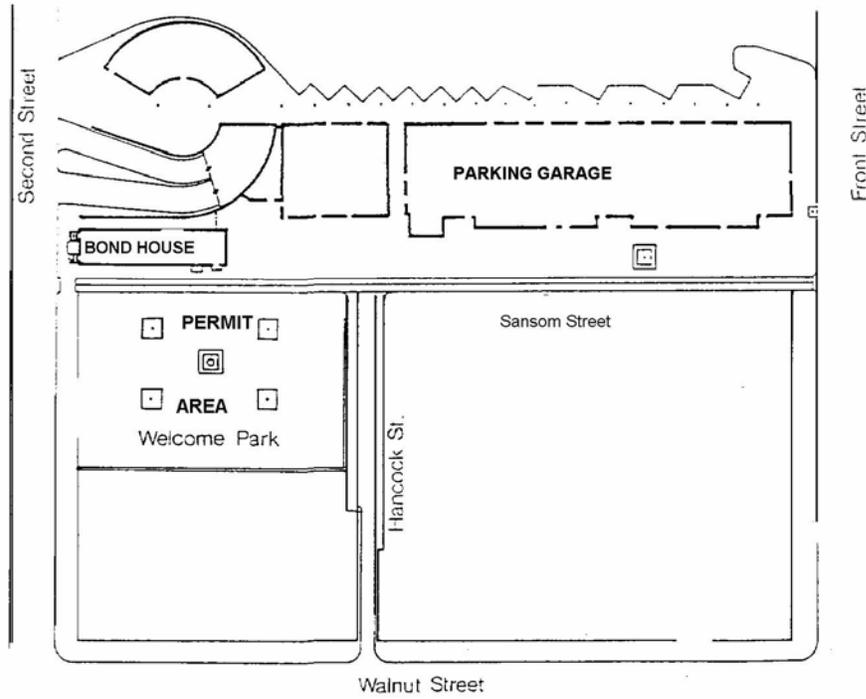
Fifth Street

Market Street

**SITE PLAN FOR AUTHORIZED PUBLIC ASSEMBLY AREAS  
FOR INDEPENDENCE NATIONAL HISTORICAL PARK**

**SITE: WELCOME PARK**

**CAPACITY: 800 PERSONS**



At the time of this printing, no site maps were available for the National Constitution Center First Amendment area; however the area is described as:

The bricked terrace area adjacent to the west sidewalk leading from Arch Street to the entrance of the National Constitution Center.

The capacity for the First Amendment is 400 persons.