



United States Department of Interior

National Park Service
Joshua Tree National Park
74485 National Park Drive
Twentynine Palms, CA 92277-3597
760-367-5500

FOR ACQUIRING A SPECIAL USE PERMIT AT JOSHUA TREE NATIONAL PARK

The National Park Service is directed to conserve park resources "unimpaired" for the enjoyment of future generations. Therefore, any activities that would cause derogation of or detract from the values and purposes for which a park has been established cannot be allowed.

A special park use is defined as an activity that takes place in a park area, and that: (a) provides a benefit to an individual, group or organization rather than the public at large; (b) requires written authorization and some degree of management control from the National Park Service in order to protect park resources and the public interest; (c) is not prohibited by law or regulation; (d) is not initiated, sponsored, or conducted by the National Park Service; (e) is not managed under a concession contract, a recreation activity for which the NPS charges a fee, or a lease.

Costs and Process

Information provided on applications will be used to determine whether a permit will be issued. A completed application must be accompanied by an application fee in the form of cashiers check or money order made payable to Joshua Tree National Park. Completed applications should be mailed to: Special Events Coordinator, Joshua Tree National park, 74485 National Park Drive, Twentynine Palms, CA 92277. If you wish to make payment online, please contact Special Event Coordinator. You will be notified of the disposition of the application and the necessary steps to secure your final permit. Please allow fourteen (14) days for processing. For estimated costs, please consult the special event fee schedule as follows:

Category 1

Involves fewer than 150 people \$120.00
Does not involve set up or equipment
Does not involve food services

Category 2

Involves more than 150 people \$315.00
Requires substantial set up of equipment that may require a pre-event site visit and review by park staff.
Requires supervision of event by park staff.

Category 3

Requires project review and site visit \$500.00
Set-up and event may take multiple days
Requires traffic control
Requires large complex equipment
Requires supervision by park staff

First Amendment Activities

Waived

**National Park Service
Joshua Tree National Park
74485 National Park Drive
Twentynine Palms, CA**

Phone No. 760-367-5545 Fax No. 760-367-5586



Application for Special Use Permit

Please supply the information requested below. **Attach additional sheets, if necessary, to provide required information.** A nonrefundable processing fee must accompany this application unless the requested use is an exercise of a First Amendment right. You must allow sufficient time for the park to process your request; check with the park for guidelines. You will be notified of the status of the application and the necessary steps to secure your final permit. Your permit may require the payment of cost recovery charges and proof of liability insurance naming the United States of America as also insured.

Applicant Name:	Telephone #:
Organization Name:	Cell phone #:
Social Security or Tax ID #:	Fax#:
Street/Address:	Email:
City/State/Zip Code:	

Proposed activity: _____

Preferred Date	Preferred Location	Preferred Time
Alternate Date(s)	Alternate Location(s)	Alternate Time(s)

Alternatives will be considered if first choice is not available.

Maximum Number of Participants _____ Maximum Number of Vehicles _____

List of equipment (i.e. tables, chairs, grills, sound system, etc.)

Individual in charge of activity onsite (include cell phone number) and authorized to make decisions related to the permitted activity:

Have you visited the requested area? Y N
 Is this an exercise of a First Amendment rights? Y N

The applicant by his or her signature certifies that all the information given is complete and correct, and that no false or misleading information or false statements have been given.

Signature: _____ Date: _____

Note: This is an application only, and does not serve as permission to conduct any special activity in the park. The information provided will be used to determine whether a permit will be issued. Send the completed application along with the application fee in the form of a cashier's check or money order made payable to **National Park Service** at the Park address found on the first page of this application.

Making payment online option is available. Please contact park Special park Use office at: 760-367-5545 for detailed information and instruction with online payment options.

If your request is approved, a permit containing applicable terms and conditions will be sent to you. The permit must be signed by the responsible person and returned to the park for final approval by the Park Superintendent before the permitted activity may begin.

Notice to Customers Making Payment by Personal Check: When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.

NOTICES

Privacy Act Statement: The Privacy Act of 1974 (5 U.S.C. 552a) provides that you be furnished with the following information in connection with information required by this application. This information is being collected to allow the park manager to make a value judgment on whether or not to allow the requested use. Applicants are required to provide their social security or taxpayer identification number for activities subject to collection of fees and charges by the National Park Service (31 U.S.C. 7701). Information from the application may be transferred to appropriate Federal, State, and local agencies, when relevant to civil, criminal or regulatory investigations or prosecutions.

Paperwork Reduction Act Statement: We are collecting this information subject to the Paperwork Reduction Act (44 U.S.C. 3501) to provide the park managers the information needed to decide whether or not to allow the requested use. All applicable parts of the form must be completed in order for your request to be considered. You are not required to respond to this or any other Federal agency-sponsored information collection unless it displays a currently valid OMB control number.

Estimated Burden Statement: Public reporting burden for this form is estimated to average 15 minutes per response, including the time it takes to read, gather and maintain data, review instructions and complete the form. Direct comments regarding this burden estimate or any aspect of this form to the Information Collection Clearance Officer, National Park Service, 1849 C Street, NW (1237), Washington, D.C. 20240.

Title 18 U.S.C. Section 1001 makes it a crime for any person knowingly and willfully to make to any department or agency of the United States any false, fictitious, or fraudulent statements or representations as to any matter within its jurisdiction.