

# Group Activity Permit

Facility:	Address:	
Contact Person:	Phone:	
Visiting Park or Camp:	Address:	
Emergency Contact (region/park manager):	Phone:	
Number of Participants:	Number of Leaders:	Age Group:
Purpose of Event/Activity:		
<b>Requested days and times that group will be at location:</b>		
Time of Arrival and Departure:	Date(s):	Fee:
<b>RULES AND REGULATIONS</b>		
<ol style="list-style-type: none"> <li>1. Group leaders are solely responsible for the safety of their charges and must conduct themselves in a mature and responsible manner to accomplish this.</li> <li>2. Group leaders will properly supervise their groups and maintain orderly behavior at all times. All facility/activity rules and guidelines will be obeyed. Group leaders and participants will cooperate with facility staff to ensure compliance with rules and policies.</li> <li>3. All leader-to-participants ratios will be followed at all times.</li> <li>4. Group leaders will not assume that the presence of lifeguards or other host facility staff in any way relieves them of responsibility.</li> <li>5. Group will leave area clean.</li> <li>6. Notification for use must be made 5 working days prior to date of arrival.</li> <li>7. Trip supervisor agrees that all participants and leaders of the above stated group will follow all facility rules and guidelines. Any group or participant not following these rules and guidelines will have their activity terminated immediately with no monetary refund.</li> </ol>		
Trip Supervisor (print name):	Trip Supervisor (signature):	
Facility Approval Signature:	Date:	

Email Form To: [twan.knight@ci.shreveport.la.us](mailto:twan.knight@ci.shreveport.la.us)  
 or Fax to 318.673.7756, Attention: Twan Knight