



APPLICATION FOR SPECIAL USE PERMIT

Mojave Desert Land Trust

P.O. Box 1544 | 60124 29 Palms Hwy | Joshua Tree, CA | 92252
 760.366.5440
info@mdlt.org

Please supply the information requested below to request a special use permit to use Mojave Desert Land Trust (MDLT) lands. **Attach additional sheets, if necessary, to provide required information.** A nonrefundable processing fee of \$100.00 must accompany this application unless the requested use is an exercise of a First Amendment right. Applications must be received at least 30 days prior to the activity set up date. We will confirm receipt within 5 business days of the application being received and feedback or a decision will be provided to you within 15 business days of receipt confirmation. A single permit, at MDLT's option, may be issued for more than one occurrence of the same event, in the same year. **Your permit may require the payment of cost recovery charges and proof of liability insurance naming the Mojave Desert Land Trust as an additional insured.**

***Required fields**

Applicant Name*				Company/Organization Name*			
DBA if different than legal name				Tax Identification Number			
Street Address*				Street Address			
City*	State*	Zip Code	Country	City	State	Zip Code	Country
Telephone Number*				Contact Name*			
Cell Phone Number				Telephone Number			
Fax Number				Fax Number			
Email Address*				Email Address			
Description and Purpose of the Proposed Activity (attach additional pages, if necessary) *							

Applicant Name*	Company/Organization Name*
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Please provide a map depicting the proposed location of your event and access route(s) and GPS coordinates available. A (Google Maps screen grab, or Google Earth Map with routes and location is acceptable .

Set-Up Begins*	Activity Begins*	Activity Ends*	Removal Completed*
Date Time <input type="checkbox"/> AM <input type="checkbox"/> PM	Date Time <input type="checkbox"/> AM <input type="checkbox"/> PM	Date Time <input type="checkbox"/> AM <input type="checkbox"/> PM	Date Time <input type="checkbox"/> AM <input type="checkbox"/> PM
Date Time <input type="checkbox"/> AM <input type="checkbox"/> PM	Date Time <input type="checkbox"/> AM <input type="checkbox"/> PM	Date Time <input type="checkbox"/> AM <input type="checkbox"/> PM	Date Time <input type="checkbox"/> AM <input type="checkbox"/> PM
Date Time <input type="checkbox"/> AM <input type="checkbox"/> PM	Date Time <input type="checkbox"/> AM <input type="checkbox"/> PM	Date Time <input type="checkbox"/> AM <input type="checkbox"/> PM	Date Time <input type="checkbox"/> AM <input type="checkbox"/> PM
Maximum Number of Participants (Best Estimate)*	Maximum Number of Vehicles (attach parking plan)*		
	Cars	Vans/Light Trucks	Utility Vans/Trucks
			Buses/Oversized Vehicles

Support equipment (list all equipment; attach additional pages if necessary)*

List support personnel including addresses and telephones; attach additional pages if necessary

Name	Address	Cell Phone Number

Individual in charge of activity onsite who is authorized to make decisions related to the permitted activity*:	Cell Phone Number*
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- Is this an exercise of First Amendment Rights? Yes No
- Have you visited the requested area? Yes No
- Have you obtained a permit from the Mojave Desert Land Trust in the past?
(If yes, provide a list of permit dates and locations on a separate page.) Yes No
- Do you plan to advertise or issue a press release before the event? Yes No
- Will you distribute printed material? Yes No
- Is there any reason to believe there will be attempts to disrupt, protest or prevent your event?
(If yes, please explain on a separate page.) Yes No
- Is this a commercial activity? Yes No
- Do you intend to solicit donations or offer items for sale? (These activities may require an additional permit.) Yes No

You are encouraged to attach additional pages with information useful in evaluating your permit request including: staging, sound systems, parking plan, security plans, sanitary facilities, crowd control, emergency medical plan, use of any building, site clean-up, etc.

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 statements have been given.

Printed Name	Title
Signature	Date

NOTICES

IMPORTANT NOTICE TO APPLICANT

This is an application **only** and does not serve as permission to conduct any special activity on MDLT owned land.

The information provided will be used to determine whether a permit will be issued. Depending on the nature of the event, one or more MDLT staff may be required to be present at the event. Permittee's will be responsible for the associated costs. If other permits are needed, it is the responsibility of the permit applicant to obtain them. Send the completed application along with the application fee in the form of a cashier's check, money order, or personal check made payable to the Mojave Desert Land Trust at the address found on the first page of this application. You may also pay online via our website at mdlt.org. If you choose that option, please forward your emailed receipt to info@mdlt.org with the subject line "Attn: Special Uses Permit" and your application.

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

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.

INTERNAL USE ONLY

Organization Name	
Project Number	Permit Number
Prepared By	Date Prepared
Executive Director's Signature	Date Signed