



FAIRFAX COUNTY PARK AUTHORITY

12055 Government Center Parkway, Suite 927
Fairfax, VA 22035-1118



July 15, 2003

Mr. Peter Norloff
P.O. Box 418
Vienna, VA 22183

Dear Peter:

Thank you for your interest in using Lake Fairfax Park for the Vienna Wireless Society's Amateur Radio Operating event. Your request has been approved for August 16 and 17, 2003, from 9am (August 16) to 12pm (August 17).

I have attached the permit for your event. Please sign the permit and have it at the park during the event.

Please contact Todd Johnson, manager, Lake Fairfax Park at (703) 471-5415 to discuss any site specific needs you have for the event.

If you have any other questions, or if I can be of any further assistance, please do not hesitate to call me at (703) 324-8516.

Good luck with your event!

Sincerely,


Patty Paczan
Central Services Coordinator

cc: Todd Johnson



Park Requested: Lake Fairfax Dates Requested: 8/16 & 8/17/03

Specific Area Requested: Camp area C, Sub areas G 7 & G 2 Time In: 9am Time Out: 12pm
Group has permission to stay at the park overnight 8/16/03

Group Name: Vienna Wireless Society

Group Representative: Peter Norloff Member # (if applicable): _____

Group Representative's Address: P.O. Box 418 Vienna VA 22183
Street City State Zip Code

Telephone: (Home) (703) 938-4343 (Work) _____ (Fax) _____

Email: kg4ojt@viennawireless.org

Nature of the event (please be specific): Annual Amateur Radio Emergency Preparedness Field exercise, sponsored by the American Radio Relay League. This event is called "ARRL Field Day" It is a 24 hour test

Number of Participants/Spectators: 30

Special Provisions/Additional Requests: Group needs 5 picnic tables and trash cans.

YES NO Will you be using a service provider such as a caterer, moon bounce operator, carnival, pony rides, etc.? If so, a \$50 service fee will be charged per provider per day. Prior approval by the FCPA of all service providers is required.

YES NO Will the service provider or reserving group be making sales or charging any fees while on park property? If so, the FCPA will collect 15% of gross revenues or \$50, whichever is greater. The FCPA requires completion of a separate Business Activities License Application when fees are charged.

The Group Representative is responsible for ensuring that all activities will be confined to the area(s) assigned, and that all appropriate Fairfax County related permits and/or insurance requirements are acquired.

Reservation Fee: _____ Provider Fee: _____ Amphitheater Rental Fee: _____ Other Fees(see attached): _____
Clean-Up Deposit _____ **TOTAL FEES: \$** _____

Payment Method (check one)

Credit Card MasterCard Visa
Credit Card #: _____ Exp. Date _____ / _____

Signature: _____
 Apply Full Payment Due Apply only amount of Clean-Up Deposit

Check Enclosed \$ _____ Made Payable to FCPA

Cancellation Requests must be received by: _____ in order to receive a refund.

The user hereby agrees to indemnify and hold harmless Fairfax County, the Fairfax County Park Authority, their officers, agents and all employees and volunteers, from any and all claims for bodily injury, and personal injury and/or property damage, including cost of investigation, all expenses of litigation, including reasonable attorney fees, and the cost of appeals arising out of any claims or suits which result from errors, omissions, or negligent acts of the user, his agents or employees. I have read and will abide by all rules listed on both sides of this form.

GROUP REPRESENTATIVE SIGNATURE: _____ Date: _____

Alcoholic Beverages Are Prohibited.

An approved reservation permit only reserves that portion of the park indicated on the "Specific Area Requested" section. Non-reserved facilities are available on a first-come, first-serve basis. The park must remain open for use by the general public.

A refundable Clean-Up Deposit may be collected in order to ensure the sustainability of park grounds and facilities for future visitors. Patrons are expected to leave park facilities in the manner in which they were found. This includes the placement of all refuse into containers and no physical damage to park grounds or facilities. Patrons are welcome to bring their own grills into the parks. However, patrons are asked to remove all ashes from the park at the conclusion of their event.

All park regulations and policies must be adhered to and this signed and validated permit must be available during event. Reservation cancellations less than four weeks prior to event will not be refunded. For cancellations due to inclement weather, call 703-324-8732 the day of the event, leaving a message to indicate your group's name, the park site, area of park, and time of reservation.

Permits will be issued to an adult who will be responsible for both the supervision of the entire event and any damage to park property or injury to any party which results from inadequate supervision or carelessness.

All decorations and signage must receive prior approval by the site or area manager.

Site must be vacated by time specified but not later than dusk.

Entrance fees for Non-County Residents apply at Burke Lake Park on weekends and holidays from the end of April through the end of September.

The Park Authority does not provide security for the activity.

Parking must be restricted to defined parking lots.

Reservations for athletic fields are covered under a separate agreement through the Department of Community & Recreation Services. If you would like to request the reservation of an athletic field in conjunction with your event, please call 703-324-8732 and FCPA staff will assist you in coordinating the scheduling of athletic fields.

**Please return completed application and payment to:
FCPA-Park Services Division, Park Activity Reservations
12055 Government Center Parkway, Suite 927
Fairfax, VA 22035-1118
Telephone 703-324-8516
FAX 703-631-2004**

For information regarding access for disabilities, call 703-324-8563 (Voice) or 703-324-3988 (TDD).



DO NOT MARK BELOW THIS LINE. FOR OFFICE USE ONLY

Park Ops Div: _____ C&RS: _____ Area: _____ Site: _____ P&D: _____ Date HQ received: _____

Special Provisions: _____

FCPA REPRESENTATIVE and/or:
SITE/AREA MANAGER: Patty Paczan Date: 7/15/03