

Instructor-Led Small Group Activities

Special Use Permit (SUP) Special Conditions

1. Each request must be submitted a minimum of 30 calendar days in advance of the first scheduled activity by completing an SUP application. Each request will be reviewed on a case-by-case basis.
2. Up to two (2) activities may be permitted per month. Preference will be given to new requests over repeat requests.
3. Activities will not exceed two hours in duration, which includes setup and breakdown. Activity length should be limited to the shortest amount of time reasonably required.
4. A maximum of 50 participants including instructors may be permitted for one-time activities, and a maximum of 20 participants including instructors may be permitted for recurring activities.
5. The Refuge Manager, or their designated representative, has the right to accompany any instructor-led small group activity, with proper notice, as a non-paying observer.
6. The permittee will disclose to all participants of instructor-led small group activities that this area is the Arthur R. Marshall Loxahatchee National Wildlife Refuge (Refuge), which is part of the National Wildlife Refuge System (NWRS) administrated by the U.S. Fish and Wildlife Service (Service). The Service and NWRS missions will also be summarized. Refuge brochures and information are provided through the Visitor Center or Refuge Headquarters prior to scheduled instructor-led small group activities.
7. All Refuge regulations will be adhered to by the permittee and instructor-led small group activity participants. Any violation of regulations witnessed by the permittee will be reported to the Refuge Manager. All other Refuge rules and regulations apply.
8. At such time as the Refuge Manager decides demand for a particular activity is sufficient, such activities may be contracted to a concessionaire.
9. The Refuge reserves the right to correct or prohibit any written materials that convey false, misleading, or incorrect information.
10. All instructor-led small group activity participants must sign and date a waiver and release of liability.
11. Instructor-led small group activities will be conducted so as not to impact or interfere with Refuge visitors and public use programs.
12. Instructor-led small group activities will be conducted so as not to impact or interfere with the resource. Plant and animals will not be disturbed, harassed, or injured. Any damage (tire rutting, damage to plants, etc.) to grounds or facilities will be repaired at the expense of the permittee and to the satisfaction of the Refuge Manager within five working days after expiration of the permit.
13. Permittee will be responsible for cleaning the site of all trash, litter, equipment, etc. and returning the site to its original condition.
14. This permit does not grant special privileges to bring plants or animals into the Refuge.
15. This SUP authorizes entry into the Refuge during hours specified on permit and into the following designated area for conducting instructor-led small group activity only: C-6 Pavilion / Grassy Area at Lox Road.
16. The Refuge Manager or designee will be provided with a summary of the instructor-led small group activity conducted, number of participants, fees assessed, and information presented for the period covered by this permit.
17. All instructor-led small group activities must comply with the Special Conditions attached to the SUP to ensure compatibility.
18. It will be the responsibility of the permittee to provide and manage all activity-related resources and ensure that all participants remove litter and other activity-related materials from Refuge property immediately following conclusion of the session.

19. Permittee and activity participants will comply with all the Refuge regulations and additional instructions as required by the Refuge Manager.
20. Failure of the permittee to comply with any of these special conditions or with any State or Federal laws or special Refuge regulations will be sufficient cause for permit revocation and may result in denial of future SUPs.
21. Permittee must have the SUP in their possession at all times while on the Refuge. A copy of the permit must also be prominently displayed on the dash of permittee's vehicle(s) at all times while on the Refuge. The permit must be presented to Refuge personnel upon request.
22. All vehicles must park in designated spaces. No vehicles may be parked on the grass or other natural areas.
23. Activity-related materials made from any type of plant (e.g. flower and plant arrangements) or animal (e.g. feathers, shells, etc.) materials will need to be approved prior to the activity in order to maintain the environmental health of the Refuge and to prevent the introduction of any pests, pathogens, or invasive species to the Refuge.
24. All activities will be conducted in such a manner as to minimize disturbance to wildlife, Refuge resources, and the visiting public. The following will be specifically prohibited: 1) audio amplification devices; 2) adhering, fixing, or fastening decorations to vegetation and/or structures; 3) erecting self-supporting decorations, banners, flags, etc. in a manner that will obstruct the view of public areas or disturb wildlife; 4) throwing or scattering rice, bird seed, or similar products; and 5) the release of any type of wildlife (e.g. butterflies, doves, etc.), balloons, or lanterns.
25. The permittee agrees to forever hold harmless the United States, its officers, agents, employees, contractors and/or assigns from any and all damages to property or injuries to persons which arises or may be incidental to the activities associated with an SUP.
26. The Refuge Manager reserves the right to modify the terms and conditions of the Special Use Permit at their sole discretion to ensure the safety and compatibility of all activities.
27. In case of emergencies or to report suspicious activity, please call 1-800-307-5789. In the event that 911 is called, please call the 800 number as well in order to provide best possible response times.