



708 South Grove Street, Hendersonville, NC 28792

Telephone: 828.697.4884 Fax: 828.697.5599

www.hendersoncountync.gov

Ecusta Trail Special Events Application

Thank you for your interest in hosting your event along Henderson County's Ecusta Trail. To begin the process, please complete the Ecusta Trail Special Events Application and Checklist, which will be reviewed by the Parks and Recreation Department. Events along the trail must stay within the trail right-of-way unless additional permits are received for off-site activities. Those interested in hosting an event on the Ecusta Trail must read and adhere to the Events Guidelines and [Trail Etiquette Rules](#).

Section 1 – Event Information

Event Name:

Event Sponsor / Organization:

Please describe the proposed event you are applying for:

Section 2 - Event Contact Information

If the Day of Event Contact is different from the Applicant Contact, please fill out the additional contact information.

Contact Name:

Contact Phone Number:

Contact Email Address:

Day of Event Contact Name (if different from Applicant Contact):

Day of Event Contact Phone Number:

Day of Event Contact Email Address:

Section 3 - Event Date & Time:

Events can be held on any day of the week. Depending on existing scheduled events, your first requested date may not be available.

Please list your first date choice for your event:

Please list your second date choice for your event:

Please list your third date choice for your event:

Event start and end times must comply with the restrictive noise ordinance (10:00 PM - 7:00 AM).

Please list your event start and end time:

Section 4 – Event Attendees

Anticipated Number of Event Participants:

Anticipated Number of Event Volunteers or Staff:

Section 5 – Event Route / Site Plan

Please provide a proposed route for your event. If you are proposing a route that is not already predetermined (ex. Route A, Route B, etc.), the route plan must be approved by Parks and Recreation. Please select a route below. (Hyperlinks provide route layouts.)

- [Route A – Jackson Park to Ecusta Trail](#)
- [Route B – Patton Park to Ecusta Trail](#)
- [Route C – Laurel Green 5k](#)
- [Route D – Rural 5k \(turn around\)](#)

- [Route E – Rural 5k \(one way\)](#)
- [Route F – Brewery Crawl](#)
- [Route G – Full Length Bike Route](#)
- **Non-pre-determined route.**

Section 6 – Henderson County Liability Insurance Requirements:

Henderson County requires applicants to carry Liability Insurance for all events on County-owned property, including the Ecusta Trail. Proof of sufficient Comprehensive General Liability Insurance will be required at least 30 days before the event. Insurance requirements are as follows: no less than \$300,000 for bodily injury per person and \$1,000,000 per occurrence, AND no less than \$100,000 for property damage per occurrence.

A Certificate of Insurance will be provided to the following: Henderson County, 708 S Grove St, Hendersonville, NC 28792

- **I understand**

Section 7 – Event Parking Plan

An approved parking plan is required before event approval.

- **I understand**

Section 8 – Event Safety Plan

An approved event safety plan is required before event approval.

- **I understand**

Once you have completed this form, you can either mail it to the Parks and Recreation office at 708 South Grove Street, Hendersonville, NC, 28792 or email the application to: recreation@hendersoncountync.gov. You will then be sent an invoice for processing this application.

Signature

Date