



Trailway Use Application

City of Cleveland

P. O. Box 1439
Cleveland, MS 38732
Phone: 662-843-5365 Fax: 662-846-5701

Application to hold any organized activity or special event upon the Trailway shall be made to the Department of Public Works at least 14 days before it is proposed to be held.

Name or Purpose of Activity: _____

Sponsoring Organization: _____

Contact Person: _____

Contact Phone Number: _____

Date of Proposed Activity: _____

Times of Proposed Activity: _____

Duration of Proposed Activity: _____

Number of Participating Persons: _____

Special Considerations: _____

Attach a copy of sponsoring organization's IRS 501(C)(3) certificate

Approved: _____

Director of Public Works

Date: _____

Denied: _____

Director of Public Works

Date: _____

Trailway Rules and Regulations

1. The proposed activity shall only be those that require the use of the walking trail as defined in the Trailway Ordinance. Activities that do not require use of the walking trail shall be held elsewhere within the City. Group activities shall not be held on the grass or landscaped areas, or on the parking areas.
2. Such activity shall be for not-for-profit activities only for entities duly qualified, recognized, and designated under the IRS 501(C)(3) provisions. No person participating shall receive any remuneration whatsoever.
3. No refreshments shall be sold, furnished or consumed in connection with the activity. The applicant may furnish water for participants.
4. A cash deposit may be required for cleaning up or repairing any damages to the Trailway.
5. Headquarters or a registration center for the activity may be held at the gazebo; other temporary facility may be provided by the applicant within the discretion of the issuing authority.
6. Temporary banner or banners may be displayed for the not-for-profit applicant only, not to exceed a total of 18 square feet. The banner or placard shall contain only the name of the event; no other information shall be displayed. The banner shall be at the headquarters or registration center only, and none shall be placed anywhere else on the Trailway. Applicant shall remove any banner or placard immediately upon completion of the activity.
7. The applicant may furnish any emergency medical service at its option, and the City shall not be responsible for any medical emergencies during the proposed activity.
8. All participants shall yield to motor vehicular traffic. If any barricades or special police protection are required in the discretion of the issuing authority, the applicant may be required to deposit funds to cover the expenses for such protection. Failure to provide such barricades shall not impose any liability upon the City.
9. The number of participants upon the Trailway at any one time may be limited so as not to interfere with Trailway users not participating in the event. No such event shall prevent other users from full enjoyment of the Trailway. If any such interference occurs, then the Director of Public Works or any municipal law enforcement officer may require that the activity, or any portion thereof, shall cease. Failure to obey such order shall be unlawful and a violation of the Trailway Ordinance, punishable as therein provided.
10. No solicitation of funds shall be made by the applicants from any person on the Trailway. It is anticipated the events authorized hereunder shall be in the nature of those commonly referred to as “walk-a-thons” utilized for pledges for fund raising. The solicitation for the pledges shall not be made on the Trailway, but shall be completed prior to the walking activity on the walking trail.
11. If the application is approved, the Director of Public Works may issue an authorization for the event, providing for any special requirements and conditions, and for compliance with these regulations and all other municipal ordinances. Any failure to abide by the specific terms of the authorization shall be a violation of the Trailway Ordinance, punishable as therein provided, and subject the event to termination upon order of said authorities.