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State of New Hampshire
DEPARTMENT OF NATURAL & CULTURAL RESOURCES
DIVISION OF PARKS & RECREATION

172 Pembroke Road Concord, New Hampshire 03301
Phone: 603-271-3556 Fax: 603-271-3553
TDD Access: Relay NH 1-800-735-2964
nhstateparks.org

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August 7, 2024

His Excellency, Governor Christopher T. Sununu
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

1. Pursuant to RSA 227-H:9, authorize the Department of Natural and Cultural Resources, Division of Parks and Recreation, to **retroactively** enter into a Special Use Permit (SUP) with the Alzheimer's Association MA/NE Chapter, Waltham, MA, for the 2024 Ride to End Alzheimer's fundraising event to take place at Hampton Beach State Park – South Beach on June 1, 2024, effective on Governor and Executive Council approval for the period of May 31, 2024 through June 1, 2024.
2. Further, authorize the Department of Natural and Cultural Resources, Division of Parks and Recreation, to accept payment from the Alzheimer's Association MA/NE Chapter, Waltham, MA, in the amount of \$9,695.00, for Special Use Permit (SUP) fees for the 2024 Ride to End Alzheimer's fundraising event to take place at Hampton Beach State Park – South Beach, effective upon Governor and Executive Council approval.

Funds will be deposited into the following account:

03-35-35-351510-37020000, State Parks Fund

FY 2025
\$9,695.00

EXPLANATION

This request is **retroactive** because of administrative delays in because of administrative delays in obtaining and processing supporting documentation. The Division of Parks and Recreation (Division) issues SUP's for events that take place in State Parks. These events include but are not limited to non-profit fundraisers, triathlons, fishing tournaments, filming permits, and for-profit activities.

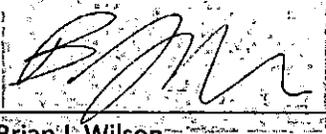
The annual Ride to End ALZ New England is a one-day fundraising Event. Riders choose between three scenic options including a 100-mile, 62-mile, or 30-mile route. They will cycle along the coast of New Hampshire and throughout Massachusetts. The ride begins and ends at Hampton Beach State Park – South Beach and ends with a big celebration on the beach featuring live music, barbecue, and activities.

The revenue collected by the Division includes the permit administrative fee as well as the facility use fee for use of the pavilion. There will be additional parking fees collected after the event based on the reported by park staff the number of vehicles entering the park for the event times the parking fee of \$15.00 per vehicle.

Event Financials	
Upfront special use permit	\$3,530.00
Parking Fees	\$6,165.00
Total event revenue	\$9,695.00

The Attorney General's Office has reviewed and approved this contract as to form, substance, and execution.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "B. Wilson", is enclosed within a rectangular box. The signature is written in a cursive style.

Brian J. Wilson
Director

Concurred,

A circular stamp containing the initials "LSM" in a stylized font, positioned above the signature of Sarah L. Stewart.A handwritten signature in black ink, appearing to read "Sarah Stewart", is written over a horizontal line. The signature is in a cursive style.

Sarah L. Stewart
Commissioner



NH Department of Natural and Cultural Resources
 Division of Parks and Recreation
 172 Pembroke Road, Concord, NH 03301
 Phone: 603/271-3556 Fax: 603/271-3553



Special Use Permit Package

Date Submitted: 5/31/24

Permit #: DP2024-32

This permit shall be issued to:
 Alzheimer's Association (the "Permittee")
 Attn: Julie Bengis
 309 Waverly Oaks Rd.
 Waltham, MA 02452
 (845) 337-0858
 julie@cadencesports.com

Permit Information:
 DNCR Land:
 Primary Location:
 Date(s)/Hours of use:

Hampton Beach SP – South Beach
 Pavilion and Parking Lot
 Set up: 5/31/2024 8:00AM – 5:30PM
 Event Day: 6/1/24 4:00AM – 4:00PM
 Clean up: 6/1/24 4:00PM – 7:00PM

Permit Purpose:
 Total Participants:

Charity Bike Ride
 650

Description of Events:

- The 28th annual Ride to End ALZ New England is a fully supported, one-day fundraising event. Riders can choose between three scenic options – 100, 62, or 30 miles, cycling along the beautiful coast of New Hampshire and throughout Massachusetts. The ride ends with a big celebration on the beach featuring live music, barbeque, and activities.
- The fee to participate in the event is a \$50 registration fee and a \$500 minimum fundraising requirement.
- 90% of funds raised directly impacts the Alzheimer's Association's ability to accelerate science towards groundbreaking methods of treatment and prevention for Alzheimer's disease. The remaining 10% of funds raised goes toward the greater mission of the Association.

Description of Permit Fees and Document Requirements

Note: The state reserves the right to adjust the fees for future permits based upon the current standard fee structure.

DESCRIPTION	AMOUNT	DATE RECEIVED
Administrative Fee	\$100.00	1/16/24
Expedite Fee	N/A	N/A
Event Fee	\$450.00	
Parking Fee	\$15.00 per vehicle as listed herein	TBD
Facility Fee	\$2,500.00	
Dumpster Tipping Fee	\$140.00	
Impact Fee	Staff hours to be billed after event, as needed	
Certificate Of Insurance		
Map/Site Plan		
Other Documents		

Reporting requirements: The Permittee shall submit a detailed profit and loss statement as well as a detailed attendance report including the number of teams, participants, and spectators for the event. Report shall be submitted no later than 60 days after the event date.

Section to be completed by Concord HQ TOTAL FEES: \$3,190.00 plus parking fees to be billed post-event

Approved by Laura Morrissey for Meredith Collins, Regional Supervisor

Date: 5/20/24

Approved by Lucille Marino, Park Manager

Date: _____

Additional Review by Dee Dee Hanson

Date: 5/20/24

Under authority granted in NH RSA 227-H:9, the Department of Natural and Cultural Resources, Division of Parks and Recreation grants a special use permit ("the Permit") for use of the park with purpose and specific conditions as indicated herein.

7/12/2024

Brian J. Wilson, Director, or Authorized Designee
 NH Division of Parks and Recreation

Date

Please see additional pages for Policy and Specific Requirements

JB 5/23/24
 Initials/Date

NH Department of Natural and Cultural Resources – Division of Parks and Recreation
Special Use Permit Specific Requirements

WELCOME TO NH STATE PARKS! Thank you for choosing to hold your special event/function at a state park. We ask that you and your group help protect the state parks by adhering to the following Special Use Permit Specific Requirements and Policy (the "Policy") conditions:

Permittee: Alzheimer's Association (the "Permittee")

Event Names/Dates: Ride to End Alzheimer's (the "Event")

Event specific conditions and requirements:

A. Event Location:

1. The Permittee shall have non-exclusive use of the following Department of Natural and Cultural Resources (the "State" or "DNCR") lands (the "Premises"):

Hampton Beach State Park – South Beach

Contact: Meredith Collins, Regional Supervisor (603) 227-8715

Onsite Contact: Lucille Marino, Park Manager (603) 926-8990

- i. Permits non-exclusive use of the predetermined area as agreed upon between the State and the Permittee.
- ii. Permits exclusive use of the Pavilion during the Event.

B. Event Description:

1. Riders shall choose between three scenic options – 100, 62, or 30 miles, cycling along the beautiful coast of New Hampshire and throughout Massachusetts. The ride ends with a big celebration on the beach featuring live music, barbeque, and activities.

C. Event Setup and Break-down:

1. Set up shall begin no earlier than 8am 5/31/24.
2. Dismantling and cleanup shall be completed by 7pm on 6/01/24.

D. Fees Charged by the Permittee:

1. The Permittee shall charge a registration fee of \$50.00 per participant.
 - i. All participants shall be required to raise an additional \$500 per participant through fundraising activities.
2. 90% of funds raised directly impacts the Alzheimer's Association's ability to accelerate science towards ground-breaking methods of treatment and prevention for Alzheimer's disease. The remaining 10% of funds raised goes toward the greater mission of the Association.

E. Fees Charged by the State:

1. The Permittee shall pay the standard administrative, event, and expedite fees as listed on the invoice found herein. Payment shall be received no later than with the signed Permit.
2. The Permittee shall pay the standard fee for use of the pavilion as listed herein.
3. The Permittee shall pay the parking fees as listed herein.
4. The Permittee shall agree to reimburse DNCR for additional staff hours worked outside their normal schedule.
 - i. The fee is \$50 per hour per employee and will be invoice to the Permittee no later than sixty (60) days after the Events.
5. The Permittee shall agree that all staff, volunteers, vendors, participants, attendees, and spectators shall pay the standard parking fee of \$15.00 per vehicle.
 - i. The State shall tally the total number of vehicles entering the premises during the Event and issue an invoice with payment due upon receipt.

F. Insurance Requirements:

1. The Permittee shall provide, at its expense, additional liability insurance coverage above and beyond the coverage listed in the Special Use Permit Policy as listed herein, in the amount of one million dollars (\$1,000,000) per occurrence; two million dollars (\$2,000,000) in the general aggregate; and one hundred thousand dollars (\$100,000) for damage to rented premises.
 - i. The Permittee shall be responsible for all costs under a deductible.
2. The Permittee shall provide host liquor liability insurance.
3. All other insurance requirements listed in the Special Use Permit Policy shall be adhered to as listed herein.

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Initials/Date

NH Department of Natural and Cultural Resources – Division of Parks and Recreation
Special Use Permit Specific Requirements Continued

G. Access to the Park During Quiet Hours:

1. The Permittee shall have access to the Premises no earlier than 3am the day of the Event. There shall be no more than six (6) staff and volunteers in the park at this time, unless otherwise approved by the Park Manager and/or Regional Supervisor.
2. The Permittee shall contact the Park Manager to determine gate procedures during early access.
3. The Permittee is prohibited from using amplified voices or music at any time prior to 7:00am.
4. The Permittee shall be respectful of the Park guests camping in the adjacent RV Park at all times as well as all Park neighbors.
5. No lights shall be pointed to the RV Park at any point during the Event.

H. Parking:

1. Parking for staff, volunteers, vendors, participants, and spectators shall be confined to the southern side of the parking lot.
2. Friday Parking shall be as listed below:
 - i. All staff, volunteers, and vendors shall be required to pay the standard parking fee of \$15.00 per vehicle.
 - a. The State agrees to tally the total number of vehicles coming in prior to 6:00pm and bill the Permittee after the Event.
 - ii. Participants entering the park beginning at 6:00pm and who are only going in to register for the Event, shall not be charged.
 - iii. Participants entering the park beginning at 6:00pm who will be registering for the Event and who choose to stay at the park for recreation purposes shall be required to pay the standard parking fee of \$15.00 per vehicle upon entrance into the park.
3. Saturday Parking shall be as listed below:
 - i. The Permittee shall agree that all vehicles for staff, volunteers, vendors, participants, attendees, and spectators shall pay the standard parking fee of \$15.00 per vehicle.
 - a. The State shall have a staff member arrive between 7:00am and 7:30am who will count all vehicles in the lot prior to the tollbooth being opened at 8:00am.
 - b. Any vehicles entering the park for the Event once the tollbooth is open will be added to the tally from Friday night and Saturday morning.
 - c. The State will send an invoice to the Permittee for all parking fees as listed here. Payment shall be due upon receipt of invoice.

I. Electricity and Generators:

1. The Permittee shall have access to electricity as determined by the Regional Supervisor and/or the Park Manager.
2. The Permittee shall pay the standard fee of \$20.00 per day for use of electricity.

J. Event Tents and Bike Racks:

1. The Permittee shall be allowed to install the following tents and bike racks as indicated in Attachment A: "Event Layout".
 - i. A maximum of three (2) 20' x 20' tents.
 - ii. A maximum of twelve (9) 10' x 10' tents.
 - iii. A maximum of four (1) 15' x 15' pop-up
2. No tent stakes shall be driven into pavement or concrete.
3. Tents shall be installed no earlier than the day prior to the Event. Tents shall be removed no later 8:00pm on the Event Day unless prior arrangements have been made with the State.
4. If the tents are not removed as listed herein, the Permittee shall pay a \$200.00 penalty fee.
5. All tents size 400 square feet or larger must receive State Fire Marshal and city/town approval prior to the Event.
6. The Permittee shall obtain, at its expense, all required permits from the State Fire Marshal and city/town including but not limited to building and assembly permits.

K. Early morning lights:

1. The Permittee shall agree that all lights including but not limited to vehicle headlight and flashlights shall never be pointed towards the campground or overflow pa

OB 5/23/24
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NH Department of Natural and Cultural Resources – Division of Parks and Recreation
Special Use Permit Specific Requirements Continued

L. Alcohol:

1. The Permittee shall be allowed to have a beer vendor at the Event. The Permittee shall obtain a copy of the beer vendor's liquor license as well as a copy of their liability insurance. These items shall be made available to the State immediately upon request.
2. The Permittee shall provide, at its expense, police detail at the beer vendor location at all times during the Event.

M. Pets:

1. The Permittee shall disclose to all staff, volunteers, vendors, participants, and spectators that dogs are not permitted at Hampton Beach State Park – South Beach.

N. Restrooms & Portable Toilets:

1. The Permittee shall have access to the restrooms during the Event.
 - i. Restrooms shall not be open to the participants prior to 6:00am the day of the Event. The Permittee shall contact the Park Manager to determine procedures for early access to restrooms.
2. The Permittee shall provide additional portable toilets as deemed necessary. The Permittee shall meet with the State to discuss portable toilet needs no less than one month prior to the Event.
 - i. Portable toilets shall be delivered no earlier than the day prior to the Event and removed no later than the day following the Event.
 - ii. If portable toilets are not removed as listed herein, the Permittee shall pay a \$200.00 penalty fee, due upon receipt of invoice.

O. Trash Removal:

1. The State shall agree to have the dumpster emptied prior to the Event.
2. The Permittee shall have access to the dumpster for trash removal during the Event.
 - i. The Permittee shall agree to pay the standard tipping fee of \$140.00 for use the dumpster.

P. Safety and Police Detail:

1. The Permittee shall provide, at its expense, EMT services at all times along the Route.
2. The Permittee shall provide, at its expense, police detail during the Event at the entrance of the Park to ensure safety for all bikers and motorized vehicles.
3. The Permittee shall provide, at its expense, staff to ensure the bicycle lane remains free of motorized vehicles at all times.

Q. Live Music and Amplified Sound:

1. The Permittee shall be allowed to have live music during the Event with the following restrictions:
 - i. Music and amplified sound shall not be played prior to 7:00am.
 - ii. Music shall be kept at a reasonable volume to ensure no disturbance with other park guests, RV Park guests, and neighbors.
 - iii. All amplified sound, including but not limited to music speakers, shall be pointed away from the campground.

R. Third Party Vendors:

1. The Permittee shall be allowed to have sponsors display tables at the Event.
 - i. The Permittee shall be required to collect certificates of insurance from all vendors and have them available to the State upon request.
2. The Permittee shall provide the State with a complete list of vendors no later than one month prior to the Event. The State reserves the right to limit the type of vendors.

S. Piping Plovers:

1. The Piping Plovers, an endangered species, nest in the dunes at Hampton Beach State Park – South Beach yearly. This area shall be off limits during the Event and will be fenced in. Additionally, tents will not be permitted between the pavilion and the dunes.

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NH Department of Natural and Cultural Resources – Division of Parks and Recreation
Special Use Permit Specific Requirements Continued

T. Overnight Access:

1. Overnight Parking shall be strictly prohibited except as listed below.
 - i. The Permittee shall be allowed to store a maximum of three (3) box trucks overnight.
 - a. Trucks shall be stored near the maintenance barn in an area as determined by the Park Manager and/or the Regional Supervisor.

Standard conditions and requirements for all Events:

U. Headings:

1. The headings throughout the permit and exhibits are for reference purposes only and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction, or meaning of the provisions of the Permit.

V. General Permit Requirements:

1. The Permittee shall not use the Premises for any commercial purposes nor sublet or permit its use by any other person or persons, except as may be permitted herein.
2. The Permittee agrees that no trees or shrubs shall be cut, damaged, or used by the Permittee, except as may be permitted herein and with prior DNCR approval.
3. The Permittee shall not hold the Event unless a fully executed permit is issued.
4. The Division reserves the right to remain in contact with the Permittee if complaints are received regarding the Permittee's use of the Premises. Further, the Division reserves the right to impose further conditions as needed.
5. The Permittee agrees that the Director, Division of Parks and Recreation, or any duly authorized agent, at any time, may examine and inspect any and all property located and situated on and in these premises.
6. This permit is not transferable and the Director, Division of Parks and Recreation, may revoke this permit at any time for any reasonable cause.
7. The Division can never guarantee that the site will, at all times, have the capacity to serve the Event or that the conditions of weather will be appropriate for the Event. This is a risk that the permittee alone must bear in that process.
8. All precautions shall be taken to ensure that there will be no conflict with recreational users in the area, except as permitted herein.
9. The Permittee shall recognize the Department of Natural and Cultural Resources, Division of Parks and Recreation as host sites for the Event on all publications, promotional materials, and websites.
10. Permittee shall adhere to all specific requirements and must follow the policy as listed herein.
11. The Permittee shall agree that if they wish to add any elements to the Events as listed herein, an addendum to the permit shall be required. The addendum will only be permitted if the State agrees to the request. Otherwise, the elements of this signed permit shall remain in force.

W. Pre-Event Requirements:

1. The Permittee shall submit a description and map of the proposed Event layout over and across the Premises.
 - i. This shall include but not be limited to the use of trails, pavilions, day-use area, parking lots, etc.
 - ii. This shall be submitted to the Concord Headquarters with the permit application.
2. The Permittee shall meet with the Regional Supervisor and/or the Onsite Contact no less than one week prior to the Event to finalize the Event layout and use of the Premises as well as any pre-event setup requirements and post event dismantle requirements.
3. The Permittee shall make necessary contacts and obtain approvals from appropriate town and state agencies including but not limited to the State Department of Transportation and local fire and police departments.
 - i. The Permittee shall comply, at its expense, with all local and state requirements for police and traffic control.

X. General Cancellations:

1. DNCR reserves the right to delay or cancel any event in accordance with Governor and public health and safety directives.
 - i. If DNCR cancels the Event, all moneys submitted to DNCR for the Permit shall be returned to the Permittee.
 - ii. The Permittee shall agree that should the Event be canceled, the Permittee will indemnify and hold the State of New Hampshire harmless with respect to any claims against the State arising out of the cancellation.

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NH Department of Natural and Cultural Resources – Division of Parks and Recreation
Special Use Permit Specific Requirements Continued

X. General Cancellations (continued):

2. If the Permittee cancels the Event outside of Governor or DNCR directive, DNCR reserves its right to retain any moneys paid for the Event.

Y. Additional Permitting Requirements:

1. The Permittee shall obtain all required permits and approvals from other State and Local agencies including but not limited to permits for tents, serving liquor, fireworks, and road closures.
 - i. The Permittee shall retain copies of such licenses and permits and shall provide DNCR with copies of any and all permits immediately upon request.

Z. Trash & Recycling:

1. The Permittee shall be responsible for disposal of all trash and recycling.
2. Clean up shall be considered acceptable to DNCR and complete upon inspection by DNCR.
3. Should Premises not be returned to conditions as found by the end of the day following the event, the Permittee shall pay \$200.00 penalty fee.

AA. Signs, Banners and Trail Markers:

1. All sign, banners, and trail markers installed on the Premises shall be approved by DNCR prior to installation.
2. All sign, banners, and trail markers shall be installed no earlier than the morning of the Event and shall be removed no later than the end of the Event unless otherwise listed herein.
3. All sign, banners, and trail markers must have the Permittee's name and contact information on them.
4. If signs, banners, and trail markers are not removed from the Premises by the end of the event, the Permittee shall pay a \$200.00 penalty fee.

BB. Emergency Personnel and Access:

1. The Permittee shall allow ample space, as determined by the State, for emergency vehicle access and operational traffic flow, as needed.
2. The Permittee is responsible for coordinating and paying for police, fire, ambulance and any other emergency response details, as needed.

CC. Photography:

1. The Permittee shall provide photography services to participants contingent upon the approval of a separate filming permit submitted by the photographer.
2. The use of an unmanned aircraft shall be only used with the approval of the Director and Regional manager, contingent upon the approval of a separate filming permit submitted by the photographer.

DD. Grounds and Premises:

1. The Premises' natural features shall not be altered or disturbed in any way and all areas shall be fully restored at the expense of the Permittee no later than the Monday following the Event.
 - i. Restoration shall be deemed acceptable to DNCR upon inspection by the Park Manager.
 - ii. If the Premises are not returned to the pre-event condition as indicated, the Permittee shall pay a \$200.00 penalty fee.
2. The Permittee shall reimburse DNCR for all expenses incurred to repair damage or to restore the Premises to pre-event condition. The Permittee shall also reimburse DNCR for any and all applicable penalty fees incurred as defined herein. Payment shall be due upon receipt of invoice.

EE. Post-Event Requirements:

1. The Permittee shall submit, without demand the following reports:
 - i. Detailed income and expense report that itemizes all revenue (by revenue source), including but not limited to registration fee by fee type, sponsors, and donations.
 - ii. Attendance report that identifies the total number of staff, volunteers, vendors, participants, and spectators.
 - iii. All reports must be submitted within sixty (60) days of the end of the Event.
2. The Permittee shall remit payment for all outstanding fees including but not limited to day-use fees not collected during the Event and any penalty fees if applicable. Payment shall be due, without demand, upon receipt of invoice.

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NH Department of Natural and Cultural Resources – Division of Parks and Recreation
Special Use Permit Specific Requirements Continued

FF. Additional Fees and Penalty Fees:

1. The Permittee shall reimburse DNCR for all expenses incurred to repair damage or to restore the Premises to pre-event condition as well as all applicable penalty fees incurred as defined herein.
2. The Permittee shall agree to reimburse the State for all staff hours required outside of their normal work schedule.
 - i. If applicable, this shall include hours prior to the start of the Event to prepare the Park premises as well as any hours after the Event to shut down the park for the day.
 - ii. The rate shall be \$50 per hour per staff member and payment shall be due upon receipt of invoice.
3. The Permittee also shall reimburse the Division for all applicable penalty fees incurred as defined herein, and payment for penalty fees shall be due upon receipt of invoice.

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CB 5/23/24
Initials/Date

**NH Department of Natural and Cultural Resources – Division of Parks and Recreation
Special Use Permit Policy**

1. The Permittee, including all persons/groups associated under the Special Use Permit (Permit), shall comply with all rules, regulations, and reasonable requests made by the Department of Natural and Cultural Resources (DNCR), the Division of Parks and Recreation (DPR), the park manager and authorized Division staff.
2. An application for a Permit must be received by Concord Headquarters at least 30 days prior to the start date of the event or the Permittee shall incur an expedite fee of an additional \$100. Permit applications received by the Concord Headquarters seven (7) or less days prior to the event date shall be denied.
3. An application for a Permit shall be accompanied by the \$100 non-refundable administrative fee and any applicable expedite fee, made payable to Treasurer, State of NH. Applications will not be processed or approved without payment, unless alternate arrangements are made through Concord Headquarters.
4. The Permittee shall pay all other applicable fees, including event fees, facility rental fees, admission and parking fees, and penalty fees in the manner contracted in the Permit, and shall comply with all conditions identified on the Permit.
5. The Permittee shall carry and maintain in force general liability insurance coverage in the following amounts: a) One Million Dollars (\$1,000,000) per occurrence; b) Two Million Dollars (\$2,000,000) in the aggregate; and c) One Hundred Thousand Dollars (\$100,000) for damage to rented premises. The Permittee shall be responsible for all costs under a deductible.

The State may require coverage which exceeds the amounts listed herein should the risks associated with the event or activity so warrant so as to reasonably protect the State. Such additional insurance coverage shall be reflected in the "Specific Requirements" sections of the Permit.

The Permittee shall identify the State as the Certificate Holder and additional insured, and shall furnish a Certificate of Insurance with the permit application. Applications shall not be processed or approved without required proof of insurance. The Certificate Holder shall be listed as follows: State of New Hampshire, Department of Natural and Cultural Resources, Division of Parks and Recreation, 172 Pembroke Road, Concord NH 03301.

6. The Permittee shall indemnify and hold harmless the State, its officers and employees, with respect to liability for bodily injury or property damage caused in whole, or in part, by the Permittee's acts or omissions, or the acts or omissions of those within the Permittee's party, or the acts or omissions of those acting on the Permittee's behalf, to the extent RSA 99-D:1 and 2 do not apply.

Nothing herein contained shall be deemed to constitute a waiver of sovereign immunity of the State, which immunity is hereby reserved to the State.

7. The use and/or activities conducted by the Permittee shall be limited to the approved use and/or activities identified in the Permit. There shall be no soliciting except as may be permitted.
8. Only the buildings, facilities, specified areas, or resources of the DNCR lands identified in the Permit shall be used for the approved use or activity, and only during the dates and hours so authorized by the Permit. The Permit is not transferrable.
9. The Permittee shall display a copy of the Permit upon request by the park manager or staff on the day of the event.
10. The use or activity, while engaged or executed, shall not unreasonably cause or contribute to the degradation of the visitor experience, as determined by the authorized DNCR personnel.
11. The use or activity, while engaged or executed, shall not cause environmental or property damage of DNCR lands, facilities and resources, as determined by the authorized DNCR personnel.
12. All signing, posting, decorating and set-up shall be appropriate for a family-friendly park and forest environment, subject to the approval of the park manager or authorized personnel.
13. Parking for the event is in designated areas only. Park staff will inform the Permittee of the designated parking areas.
14. The DNCR has a carry-in/carry-out trash policy. All buildings, facilities, specified areas, or resources used for the approved use or activity shall be restored by the Permittee to the same condition in which it was initially found, including removal of all signs, postings, decorations, equipment and structures, and trash and repairs and/or restoration of State property.
15. Supervision of the use or activity shall be the responsibility of the Permittee.
16. All future permit issuances to the Permittee are contingent upon satisfactory performance of conditions under the Permit.
17. Breach of the Policy or any state park policies will result in the termination of the event at any time before or during the event, without refund of any or all fees.
18. DNCR reserves the right to suspend or cancel the event or change the event route should the need to ensure public safety or protect facilities or natural resources arise, such as but not limited to weather conditions, major accidents, or trail conditions.

I, the Permittee, agree to abide by the Policy and the specific conditions and requirements herein identified.

Charlene Bennis
Permittee, duly authorized

5/23/24
Date

Printed Name

Please review, sign, and return with all required fees and documents to:
CALP-04031803031818

NH Division of Parks and Recreation, Attn: SUP Office,
172 Pembroke Road, Concord, NH 03301



New Hampshire State Parks
 172 Pembroke Road
 Concord, NH 03301

INVOICE

DATE:
 INVOICE #

May 23, 2024
 DP2024-32

Bill To:

Julie Bengis
 Alzheimer's Association
 309 Waverly Oaks Road
 Waltham, MA 02452
 845-337-0858
julie@cadencesports.com

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
SUP Administrative fee	1	\$ 100.00	\$ 100.00
Expedite Fee	N/A	\$ 100.00	N/A
Event fee:	1	\$ 450.00	\$ 450.00
Impact Fee:			
Electricity	N/A	N/A	N/A
Additional Staff Hours*	TBD	TBD	TBD
Facility Use Fee:			
Pavilion Rental	2	\$ 1,250.00	\$ 2,500.00
Parking Fee:			
All staff, volunteers, participants and spectators shall pay the standard day-use fee of \$15.00 per vehicle. The State shall tally the total number of vehicles entering the premises during the event and issue an invoice with payment due upon receipt.	TBD	\$15.00	TBD
Dumpster Tipping Fee	1	\$140.00	\$ 140.00
*NOTE: Additional Staff Hours will be billed once the event is over as needed.			
1/16/24 Administrative Fee Received	1	\$ (100.00)	\$ (100.00)
TOTAL			\$ 3,090.00

Make all checks payable to **Treasurer, State of New Hampshire**
 If you have any questions concerning this invoice, contact:
 Special Use Permit Office, 603-271-3556, dncr.stateparkpermits@dncr.nh.gov

2024 Ride to End Alzheimer's

CO 5/23/24
Initials/Date

THANK YOU FOR YOUR BUSINESS!

CB 5/23/24
Initials/Date

ALZHEIMER'S  ASSOCIATION[®]

May 22, 2024

To Whom It May Concern:

As the Chief Administrative Officer for the Alzheimer's Disease and Related Disorders Association Inc. (the "Association"), I confirm that Charlene Bemis is the Senior Director for Development of the Association's Massachusetts/New Hampshire Chapter.

I further confirm that in this capacity, Ms. Bemis has the authority to execute permit applications on behalf of the Association with respect to the June 1, 2024 Ride to End ALZ.

This authority remains valid for thirty (30) days from the date of this letter.

Sincerely,



Barbara Pryor
Chief Administrative Officer

State of Illinois)
)
County of Cook)

The foregoing instrument was acknowledged before me this 22ND of May, 2024 by Barbara Pryor, Chief Administrative Officer of Alzheimer's Disease and Related Disorders Association Inc., an Illinois corporation, on behalf of the corporation.


Signature of Notary Public

[SEAL]



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/19/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Inszone Insurance Services 1101 Perimeter Drive, Suite 500 Schaumburg IL 60173	CONTACT NAME: Sandy Crespin PHONE (A/C, No, Ext): 847-719-7877 E-MAIL ADDRESS: screspin@inszoneins.com	FAX (A/C, No): 847-398-7077	
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED Alzheimer's Disease & Related Disorders Association, Inc. 225 N. Michigan Ave Ste 1700 Chicago IL 60601	INSURER A: Philadelphia Indemnity Insurance Company		18058
	INSURER B: Hartford Insurance Group		29424
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 1609312544

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR Sex Abuse/Molest <input checked="" type="checkbox"/> Soc Serv Prof GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	PHPK2664736	3/11/2024	3/11/2025	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 20,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 3,000,000
							PRODUCTS - COMP/OP AGG	\$ 3,000,000
								\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			PHPK2664736	3/11/2024	3/11/2025	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
							UM/UIM	\$ 1,000,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			PHUB903794	3/11/2024	3/11/2025	EACH OCCURRENCE	\$ 10,000,000
							AGGREGATE	\$ 10,000,000
								\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	Y	83WEBU6934	3/11/2024	3/11/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
A	D&O, EPLI			PHSD1863000	3/11/2024	3/11/2025	D&O \$50/EPLI \$50K RET	10,000,000
A	PROFESSIONAL LIABILITY			PHPK2664736	3/11/2024	3/11/2025	OCC 1,000,000/AGGR	3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Massachusetts/New Hampshire Chapter
 Liquor Liability covered under the General Liability policy above for \$1,000,000 limits
 RE: Annual Ride to End Alzheimer's, Event held May 31, 2024 - June 1, 2024 at Hampton Beach State Park
 State of New Hampshire, it's officers and employees are included as Additional Insured for operations conducted by the insured. Coverage is Primary/Non-Contributory and includes Waiver of Subrogation. Subject to policy terms and conditions.
 **Bounce Houses and other rebounding devices are excluded from any liability coverage on this policy.

CERTIFICATE HOLDER**CANCELLATION**

State of New Hampshire DNCR Division of Parks & Recreation 172 Pembroke Rd Concord NH 03301	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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