

## Augusta Canal National Heritage Area Special Event Rules and Procedures

### **Event Rules and Reservations Request Form**

The Augusta Canal National Heritage Area (ACNHA) has become a popular place for organized runs, walks and similar events. Various parts of the Augusta Canal National Heritage Area are under the control of different organizations, so, depending on which areas you are using, you may also need to contact them. They are listed at the bottom of this document.

To use the Towpath, trails or canal waterway follow the rules and complete the event information form below.

### **Rules**

Access can be denied for future events if these rules are not followed. Pass this information along to anyone that will be driving a vehicle or managing a station in the ACNHA.

1. Access: Do not block any area at any time as there are individual users of all ages every day, including bikers, joggers, and walkers. Always be considerate of others using trails and parking area. Be aware that motor vehicles from Augusta Utilities or Augusta Canal Authority may be on the trail for official purposes.
2. Vehicles are not allowed on the towpath without a permit.
  - a) Permits are only issued if absolutely necessary.
  - b) Vehicles are never permitted to drive across the footbridge just below the Headgates.
3. Trash From event must be removed at the end of the event.
4. Signs for the event can be placed in the ACNHA the morning of the event but must be taken down immediately after the event.
5. Alcohol is not allowed in the ACHNA at any time.
6. Restrooms/Portable Toilets: There are outdoor restrooms and port-o-lets along the canal for individual users. Please restock the toilet paper if your participants will be using them. If your event is larger than 45 people you will need to rent additional port-o-lets. Our preferred vendor is Scotty Potty 706-592-5685.
7. Other permission needed:
  - a) If using the Savannah Rapids/Headgates area you must also contact:  
Savannah Rapids Pavilion:  
Sandy Boner  
706) 868-3349  
SBONER@columbiacountyga.gov
  - b) If using Lake Olmstead Park you must also contact:  
Augusta Richmond Parks and Recreation Department  
Chrislynne Kuhlke, Rental Facilities Coordinator  
706-796-4090  
ckuhlke@augustaga.gov

Augusta Canal Authority event planning contact  
Margaret Harrison, Programs & Business Operations Manager  
1450 Greene Street, Suite 400 Augusta, GA 30901  
706-823-0440 Ext 6 or mharrison@augsutacanal.com

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**Provide the following information in order to obtain approval for your event.**

Event name	
Event date	
Start time	
Estimated end time	
Event description	
Purpose of event	
Expected number of participants?	
Where do you plan to put your staging/registration area?	
Starting point	
Race turn around point	
Ending point	
Will you need to drive on the tow path for any reason?	
Where will you need to drive?	
Date you will you need to drive	
Contact person/race director information	
Name	
Email address	
Mobile phone	
Other phone	
Mailing address	
Alternate contact person/race director information	
Name	
Email address	
Mobile phone	
Other phone	
Mailing address	

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Contact Signature

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Date

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