



# MILLER WOODS

## GROUP USE REQUEST FORM

15580 Orchard View Road | McMinnville, OR 97128

Find us online at [yamhillswcd.org/millerwoods](http://yamhillswcd.org/millerwoods) & [facebook.com/enjoymillerwoods](https://facebook.com/enjoymillerwoods)

“A Unique Place to Learn about Natural Resources”

Thank you for your interest in Miller Woods. Miller Woods is owned and operated by Yamhill Soil and Water Conservation District (District) for the specific purposes of long-term sustainable forestry management and conservation education. These purposes were established and agreed to when the District received Miller Woods through a donation from the Miller Family in 2004. The District maintains and manages a healthy forest for timber production, wildlife habitat, watershed protection, and the propagation of native plants. Educational signs are posted on the property to help visitors learn about nature, forest management, and wildlife habitat at Miller Woods.

**Group Use Request Form:** Groups of ten (10) and more must complete a **Group Use Request Form** to schedule their visit.

**Examples of Allowable Uses:** The District allows use of the property for conservation education by schools, non-profits, and the general public. All visitors must comply with the property rules and guidelines. The district allows hiking and walking on the property and encourages guests to develop a strong appreciation for nature, wildlife, and forest management.

**Examples of Disallowed Uses:** Weddings, birthday parties, and all **\*Commercial Use Activities**.

*\*Commercial use is any reproduction or purpose that is marketed, promoted, sold, or incorporates a financial transaction.*

**Property Rules:** All groups and property visitors must adhere to the property rules, as follows:

- Open hours are from dawn until dusk. No overnight camping allowed.
- Group visits and educational events need to be authorized in advance by contacting Yamhill SWCD.
- Individuals under 18 must be accompanied by an adult. Youth groups require 1 adult per 10 children.
- No pets, smoking, alcohol, firearms, or outdoor fires allowed at any time.
- No commercial photography or drones.
- No hunting, fishing, or swimming.
- No bicycles, horses, motorized vehicles, or cross-country skiing.
- Please stay on marked trails.
- Please respect wildlife and other visitors. Please do not pick flowers or handle wildlife.
- Please pack out all garbage.
- No public access to barn, caretakers house, and other posted areas.

**The District will review applications and evaluate factors including:**

- The purpose must comply with established rules and guidelines,
- Proposed schedule and potential conflict with district functions or other scheduled uses,
- Frequency and duration of the proposed event,
- Potential impacts of the event on the property and adjacent neighbors.

**The District may approve or deny the request, and may, in its sole discretion, condition approval on agreement to specified conditions. The district may require:**

- Payment of a use or maintenance fee,
- Payment of a staffing fee if it is necessary to pay a staff member to be present during the event,
- Listing of the district as an additional named insured on the sponsor's liability insurance for the event.

Group Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

IDENTIFY YOUR ORGANIZATION TYPE

- Non-Profit       Government Organization       School  
 Other (Please List) \_\_\_\_\_

Identify the purpose of your organization and the proposed group use:

\_\_\_\_\_

Mailing Address:	Phone:
City, State Zip	Email Address:

Please indicate how you learned about Miller Woods: \_\_\_\_\_

Please complete the following information:

Dates of Property Use:	
Times of Day:	
Total # Adults Expected:	
Total # Children Expected:	

**Groups Charging Fees:** Do you charge a fee for your event? If so, please disclose the fee: \_\_\_\_\_

How many will be charged: Min \_\_\_\_\_ Maximum \_\_\_\_\_

Please **fill out this application completely** and submit it with the corresponding **Fees** as indicated on the chart below, and mail to: Yamhill SWCD at 2200 S.W. 2<sup>nd</sup> St, McMinnville, OR 97128.

Group Size	Half_Day (< 4 hours)	Full Day (> 4 Hours)
Small (10 – 25)	\$100	\$150
Medium (26 – 50)	\$150	\$250
Large (50+)	\$300	\$500

I have read and understand the **Miller Woods Property Rules**.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



YAMHILL SOIL & WATER  
CONSERVATION DISTRICT

## MILLER WOODS

*Owned and operated by Yamhill Soil and Water Conservation District*

### Hold Harmless, Indemnification, and Photo Release Agreement

I, the undersigned, hereby acknowledge that I have been advised and fully understand that certain elements of danger are inherent in the activities at Miller Woods which are beyond the control of Miller Woods and Yamhill Soil & Water Conservation District and those activities by individuals may entail unavoidable risk of personal injury, death, and loss of or damage to property. These risks include but are not limited to insect and animal bites and stings, forces of nature such as but not limited to lightning and unexpected extreme weather conditions and any hazard present in the wilderness, such as but not limited to low lying branches, sharp objects, and slippery surfaces.

I agree to indemnify and hold harmless Miller Woods and Yamhill Soil & Water Conservation District ("Releasees") from and against all claims arising from any occurrence causing damage or injury to any party participating in said event relevant to use as stated in this form. I also confirm that by signing I release, waive, and discharge the Releasees for all claims arising from any occurrence causing damage or injury to a participant involved in my group lead activities.

I hereby grant Yamhill Soil & Water Conservation District, its officers, agents, and employees permission to use my photograph(s)/video(s) in any and all publications, in any manner or medium. I hereby release Yamhill Soil & Water Conservation District and its legal representatives from all claims and liability relating to said photographs or videos. I waive my right to any compensation.

I have read and understand the terms and conditions of this Release, Indemnification, and Waiver.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date