



DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL
 DIVISION OF PARKS AND RECREATION



SCHOOL GROUP EXEMPTION APPLICATION

The Division of Parks and Recreation understands the value of visiting and experiencing Delaware State Parks for the education of children. For this reason, the state parks have exempted Delaware school buses from paying the daily entrance fees under the following guidelines:

- Delaware vehicles transporting bona fide school groups, kindergarten through 12th grade, to a state park must adhere to the provisions to be exempt from the daily bus fee.
- School groups shall follow all park rules and regulations and shall use the facilities in the manner in which they were intended, providing educational and recreational opportunities for students to enjoy with safety and care of utmost importance.
- School vehicles must have state-owned tags and be designed to carry 16 or more passengers or be a bona fide school bus (yellow bus) to receive the exemption. Schools using vehicles that do not meet these criteria (i.e. private chartered bus, leased vehicles) must notify the park when they complete the School Group Exemption Application to receive the exemption.
- Free entry into the parks shall only be permitted during the traditional school year (established annually) and during the sanctioned athletic season. School groups shall not be exempt from paying the entrance fee during the summer season.
- Vehicles designed to carry fewer than 16 passengers that are not state-owned shall pay the daily entrance fee or must have an Annual Pass unless the vehicle accompanies the school bus into the park.
- Vehicles accompanying the bus into the park must be directly involved with the school group. Free entrance passes will only be issued to those vehicles traveling with the bus into the park.
- School groups who do not follow the established procedures shall be responsible for paying the vehicle or bus entrance fees for all vehicles.

School Group Exemption Application

- The School Group Exemption Application must be submitted to the park not fewer than 5 working days prior to arrival. School groups should apply for the exemption as early as possible to assure approval. The Park Superintendent or designated staff at the park will approve the exemption and notify the contact person prior to the trip date. On rare occasions groups may not be granted permission to enter a park on the date requested due to previously scheduled programs, special events, etc.

Exceptions

- Major athletic events that attract out-of-state schools shall follow procedures established in the Division's Special Use Policy for that event.
- No exemption will be given for any other park fees, i.e. pavilion rental, programs, pool, etc.

Instructions: Complete this form then mail, fax or send electronically to the state park you plan to visit. State park addresses and phone numbers can be found on Delaware State Parks website at www.destateparks.com, or by calling (302) 739-9220.

Park:		Date(s):	
Park Location:		Anticipated Arrival Time:	
Scheduled Activity:		Anticipated Departure Time:	
School:	Buses (#)	Students (#)	Chaperones (#):
Address:	City/State/Zip:		Vehicles Accompanying Bus: (#)
Contact Person:	Phone: ()		
E-mail address:	Fax: ()		
Leader in Charge:(on day of trip)	Cell Phone (if available):		

Applicant Signature: _____ Date: _____

FOR PARK COMPLETION ONLY

Approved By:	Title:	Date:
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