



Please check the reserve(s) you wish to visit or from which you are requesting data.

**Fortuna Mountain Research Reserve and Mission Trails Regional Park**

Submit completed application via email to: [mt-fortuna@sciences.sdsu.edu](mailto:mt-fortuna@sciences.sdsu.edu)

Mailing Address: 5500 Campanile Drive, MC 4614, San Diego, CA 92182-4614

Phone: (619) 594-0580, Fax: (619) 594-0714

**Santa Margarita Ecological Reserve**

Submit completed application via email to: [smer@sciences.sdsu.edu](mailto:smer@sciences.sdsu.edu)

Mailing Address: 2648 North Stagecoach Lane, Fallbrook, CA 92028

Phone: (760) 728-9446, Fax: (760) 451-0769

**Sky Oaks Field Station**

Submit completed application via email to: [sofs@sciences.sdsu.edu](mailto:sofs@sciences.sdsu.edu)

Mailing Address: 5500 Campanile Drive, MC 4614, San Diego, CA 92182-4614

Phone: (619) 594-0580, Fax: (619) 594-0714

**Tijuana River National Estuarine Research Reserve** (an auxiliary site)

Submit completed application via email to: [tjnerr@sciences.sdsu.edu](mailto:tjnerr@sciences.sdsu.edu)

Mailing Address: 5500 Campanile Drive, MC 4614, San Diego, CA 92182-4614

Phone: (619) 594-0580, Fax: (619) 594-0714

**1. APPLICANT INFORMATION**

APPLICANT(S): \_\_\_\_\_

ORGANIZATION/AFFILIATION (Do not abbreviate): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_ DAYTIME PHONE: \_\_\_\_\_

FAX: \_\_\_\_\_ EMAIL: \_\_\_\_\_

EMERGENCY CONTACT (Name and Phone): \_\_\_\_\_

**2. K-12 GRADE LEVEL**

If you are affiliated with a school, please indicate grade level: \_\_\_\_\_

**3. REQUESTED ARRIVAL AND DEPARTURE DATES**

Provide exact dates of proposed use. Please sign-in at the reserve gates during your visit.

Arrive (Day/Month/Year): \_\_\_\_\_ Estimated Time of Arrival: \_\_\_\_\_

Depart (Day/Month/Year): \_\_\_\_\_ Estimated Time of Departure: \_\_\_\_\_

**4. NUMBER OF PARTICIPANTS**

	Number	Please list names:
<b>Group Leader(s)</b>		
<b>Adults</b>		
<b>People under age 18</b>		
<b>TOTAL</b>		

**5. PROPOSED ACTIVITIES.**

Please provide a brief description of your proposed activities at the reserve.

**6. FACILITY AND ACCESS NEEDS**

Please check all facilities and access requested.

**Santa Margarita Ecological Reserve:**

- DAY USE ONLY
- ON TRAIL USE ONLY
- OFF TRAIL USE
- DORMITORY AND KITCHEN
- LABORATORY/CLASS ROOM
- COMPUTER WORK STATION
- RESERVE FIELD SENSOR NETWORK

**Sky Oaks Field Station**

- DAY USE ONLY
- ON TRAIL USE ONLY
- OFF TRAIL USE
- DORMITORY AND KITCHEN
- LABORATORY/CLASS ROOM
- COMPUTER WORK STATION

Preferred Location at SMER if known:

- PHILIP MILLER NORTHSIDE FACILITIES
- SOUTHSIDE FACILITIES

**Fortuna Mountain/Mission Trails Regional Park Facilities:**

- DAY USE ONLY
- ON-TRAIL USE ONLY
- OFF TRAIL USE
- INTERPRETIVE GUIDE
- VISITOR CENTER/CLASS ROOM

**Tijuana River National Estuary Research Reserve:**

- DAY USE ONLY
- ON-TRAIL USE ONLY
- OFF TRAIL USE
- INTERPRETIVE GUIDE
- VISITOR CENTER/CLASS ROOM

OTHER:

- PLEASE DESCRIBE ANY OTHER SPECIAL NEEDS NOT LISTED ABOVE.

**7. POTENTIAL EFFECTS OF ACTIVITIES ON RESERVE.** Does your project involve:

A) The removal of organisms or objects from the reserve?  Yes  No

B) The transfer of animals, plants, and/or microorganisms from outside the reserve to within the reserve, or between different parts of the reserve?  Yes  No

C) The use of radio-active isotopes or chemicals (e.g., pesticides, herbicides, insecticides, fertilizers)?  Yes  No  
If "YES," list substances used:

D) Soil disturbance?  Yes  No

**8. PAYMENT INFORMATION.**

Fees for educational use for schools of the reserve are waived by SDSU. Other users may incur use fees.

**9. RESERVE REGULATIONS**

- All users must sign a **RELEASE AND INDEMNIFICATION AGREEMENT (only SDSU faculty and staff are exempt) before they will be allowed to enter the reserve.** It is the responsibility of the Applicant to see that each member of the group has signed this agreement BEFORE visiting the reserve. For visitors under 18 years old, the minor's parent or guardian must sign this agreement. This agreement cannot be altered.
- Applicants are solely responsible for enforcing reserve rules and regulations, including SDSU's policies on waiver agreements. Exceptions to reserve rules require written permission from the Reserve Director. Please notify us of any violations you observe on the reserve. Reserve regulations are as follows:
  - Do not collect, remove, or disturb any natural elements or organisms on the reserve. Such activities require written permission from the reserve director and could require state and federal permits.
  - Do not disturb research equipment (markers, wires, etc.), soils, plants, or animals.
  - Stay on established roads and trails unless you are accessing remote areas for the primary purpose of conducting research.
  - Campfires and smoking are allowed in designated fire pit areas only, and collection of firewood is prohibited.
  - Recreational activities are prohibited.
  - Firearms are forbidden at reserves.
  - Do not bring animals (domestic or wild) to the reserve unless they are part of an approved research project or are necessary to help a disabled user. Please notify the reserve director if you have a special need.
  - Close and lock all gates behind you.
  - Take trash and refuse with you when you leave.
  - Please leave the land and facilities cleaner than you found them.
- Products resulting from reserve activities must acknowledge SDSU Field Station Programs and the reserve at which the activity occurred.
- All groups are strongly encouraged to provide copies of products (e.g., photographs, artwork, species lists, surveys, projects, data sets) resulting from reserve activities. Please submit copies to the Reserve Director or Programs office on the SDSU Campus.

I have read and agree to abide by the SDSU Field Station Programs use regulations listed above and am aware that it is my responsibility to disseminate this information to all members of my party.

\_\_\_\_\_  
Applicant's Signature\*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Reserve Director's Approval

\_\_\_\_\_  
Date

- Receipt of application via email is comparable to applicant's signature.