Energy, Minerals and Natural Resource Department  
New Mexico State Parks Division  

Acknowledgment of Responsibilities for  
Volunteer Group Leaders

| Volunteer’s Name:          | Park Manager’s Name:  
( or Designee) |
|----------------------------|-----------------------|

<table>
<thead>
<tr>
<th>Park’s Name:</th>
<th>Trainer’s Name:</th>
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| Trainer’s Name:            | Park Manager’s Name:  
(or Designee) |
|----------------------------|-----------------------|

Volunteer’s Initials

1) I understand that only the Cabinet Secretary of the Energy, Minerals and Natural Resources Department (EMNRD) may grant a fee waiver for organizational groups such as ours so long as the group provides a form of volunteer service that is of benefit to the park and is worth at least as much as the fees being waived.

Volunteer’s Initials

2) I understand that I am required to provide a copy of our organization’s insurance coverage for the group at the time that I submit the Special Use Permit form. I further understand that if I cannot provide proof of insurance that alternatively I may elect to become a registered volunteer with the Division by completing the required volunteer forms and the orientation training necessary for the service that the group will perform.

Volunteer’s Initials

3) I understand that as the Group’s Leader I am responsible for ensuring that all park policies, rules and procedures are being followed by each member of the group.

Volunteer’s Initials

4) I understand that it is my responsibility to track the group’s activities on the Volunteer Groups Event/Project Timesheet form provided and return the timesheets directly to the Park Manager or designee upon departure.

Volunteer’s Initials

5) I understand and agree to abide by each of these requirements.

Volunteer’s Initials

______________________________  __________________________
Volunteer’s signature            Date

______________________________  __________________________
Trainer’s signature (if other than PS/M)  Date

______________________________  __________________________
Park Manager’s signature         Date