

SPECIAL EVENT APPLICATION
U.S. Army Corps of Engineers

Please provide the following application information necessary to process your request (attach additional pages if necessary):

Organization: _____

Name: _____

Address: _____

Phone Number: _____ Alternate Phone Number: _____

E-mail: _____

Event Description: _____

Event Date: _____

Event Time: _____

Specific Location: _____

Number of Participants: _____

Number of additional people (spectators, visitors, volunteers): _____

Number of vehicles: _____

Number of vessels: _____

1. Are fees or donations to be collected from the public or participants? If “yes,” what are the amounts and for what purpose will they be assessed? What are the expected gross revenues? For what purpose will the collected funds be used?

2. Will the event involve vendors? If “yes,” list each individually.

3. How will access to and from the event area be controlled and non-participating vehicle and boat traffic be directed around or through the event area?

4. Will restricted access to the event be required? If “yes,” what circumstances or conditions of the event require that access be restricted?

5. What are the time requirements for set-up and take-down for the event?

6. Will first-aid stations, ambulances, safety vessels, or other safety measures be required? If “yes,” what measures will be taken to provide the needed services and equipment?

7. Will support equipments (i.e., buoys, temporary course markers, bleachers or traffic control devices) be required? If “yes,” list the equipment and when they will be set up and taken down.

8. Will there be any storage requirements needed prior to or following the event?

9. Are permits from other governmental agencies required? If “yes,” list agencies and type of permits.

10. Will security measures be required for crowd or traffic control? If “yes,” what measures will be taken to ensure adequate public safety?

11. The Privacy Act of 1974 requires that each individual asked or required to furnish personal information be advised of the following:

Authority: 5 U.S.C. §552a.

Purpose: To provide a contact in connection with special event activities.

Routine Uses: Special Use Permit is issued under the direction of the U. S. Army Corps of Engineers. The names and addresses of those who obtain the Special Use Permit are not reported, but are kept on file at the project office to provide a point of contact in case of emergency. This information is not maintained alphabetically or by any other personal identifier. Disclosure of information is voluntary. Failure to provide the requested information will preclude issuance of a Special Use Permit.



DEPARTMENT OF THE ARMY
OLD HICKORY LAKE, NASHVILLE DISTRICT
5 POWER PLANT RD.
HENDERSONVILLE, TN 37075
615-822-4846

ORNOR 1130-2-404

SPECIAL EVENT PERMIT
GENERAL CONDITIONS

- The right to charge entrance fees is based on the permittee providing parking assistance, adequate policing for crowd supervision and control, sanitary facilities, and other services, such as laying out buoys, providing temporary signs, etc., for the convenience, health, and safety of the visitors and participants. The permittee must meet any local bonding, insurance, and other requirements, as well as the requirements of the District Commander.
- No costs or liabilities shall accrue to the Government. The United States shall not be responsible for damages to property or injuries to persons which may arise from or be incident to the exercise of privileges herein granted, or for damages to any property of the permittee, its agents, employees, guests, or others, and the permittee shall hold the United States harmless from any and all such claims. The permittee will be responsible for the health and safety requirements of participants.
- Private use of project lands or waters will not pre-empt public use of, or access to, overall project recreational resources.
- The permitted site will be fully restored to prior conditions by the permittee immediately following the event. The permittee will post a performance bond in the amount designated by the Resource Manager if required to cover potential damages.
- The Resource Manager will determine the number of hours per day the event may take place. The permit will generally be limited to a maximum of four consecutive days, with prohibitions against holiday periods. Exceptions to this will be made in writing by the District Commander.
- Charging of entry fees in connection with the event must be approved by the District Commander prior to issuance of the permit. Collections of entry fees in excess of actual costs will be paid to the Corps for legal disposal, unless the funds are for a pre-approved, non-profit fund raising event. A collection cost analysis will be provided by the sponsor if requested by the Resource Manager within 30 days following the event. The Government reserves the right to audit the sponsor's records.
- Admission to view the event will be open to the general public without discrimination on the grounds of race, color, religion, national origin, sex, or age. Participation in the event may be limited to members of the sponsoring group provided that the group does not unlawfully discriminate against participation in the event on grounds of race, color, religion, national origin, sex or age. Requests for special events permits citing



DEPARTMENT OF THE ARMY
OLD HICKORY LAKE, NASHVILLE DISTRICT
5 POWER PLANT RD.
HENDERSONVILLE, TN 37075
615-822-4846

"special circumstances" for participation requiring gender or age discrimination must be accompanied by an exceedingly persuasive justification. This may be appropriate for activities such as contact sports and sports such as tennis, golf, or competitive swimming. Fishing tournaments do not qualify for discrimination based on gender.

- The permit request must be made in accordance with applicable Federal, state, and local laws. Issuance of a Special Events permit does not obviate the need for obtaining any other required approvals.
- Any public property damaged as a result of the permitted event shall be promptly repaired or replaced by the permittee to the satisfaction of the District Commander.

Insurance Requirements - It shall be the responsibility of the permittee to carry adequate insurance or to insure that all participants are covered with adequate individual insurance to cover potential liabilities. For special high risk activities, such as sky diving exhibitions, proof of adequate insurance and individual waivers of liability by the permittee and all participants may be required by the Resource Manager.

Violations - Violations of the conditions or terms of the permit will be handled in accordance with CFR, Chapter 3, Title 36.