



**US Army Corps  
of Engineers**®  
Nashville District

**OLD HICKORY LAKE  
RESOURCE MANAGEMENT OFFICE**

**SPECIAL EVENT PERMIT APPLICATION**

As stated in Title 36 Code of Federal Regulations, Chapter III, Part 327.21, all special events are prohibited unless written permission is granted. This application is the means by which event sponsors and coordinators may seek approval for their respective event(s). Please complete this application as far ahead of the anticipated event as possible. While the approval process is normally very quick, some events require extensive coordination for final approval. All permit applications are reviewed on a first-come, first-served basis.

ALL QUESTIONS MUST BE ANSWERED. Attach additional sheets as needed.

EVENT IS FOR:  Profit  Not-for-Profit

ORGANIZATION RESPONSIBLE: \_\_\_\_\_

COORDINATORS NAME: \_\_\_\_\_

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

PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**SPECIAL CONDITIONS TO CONSIDER WHEN PLANNING YOUR EVENT**

- Liability insurance, obtained by the event holder, that names the United States Government ( US ARMY CORPS OF ENGINEERS 5 POWER PLANT RD, HENDERSONVILLE, TN 37075 ) as an additional insured in the minimum amount of \$1,000,000 for each event is mandatory.
- Non-refundable administrative fee of \$75.00 will be charged for each event. Payment will be made out to USAED NASHVILLE DISTRICT
- If appropriate, events conducted for-profit will be assessed a fee of 2 percent of gross revenue, as consideration for the right to make a profit on government property.
- Measures must be taken to effectively control trash, litter, and garbage at all times.
- A plan for any buoy or temporary course markers in the lake, or any traffic-control measures, must be submitted for approval at least one FULL WEEK prior to commencement of the event. Course markers and traffic-control devices may be placed no more than two hours before the beginning of the event.
- No permanent markings, such as painting of directional arrows on the pavement, painting of trees, etc., are authorized.
- All signs, buoys, and other equipment used in the event must be removed from public lands IMMEDIATELY after the conclusion of the event.
- Permittee is responsible for providing sanitary restroom facilities for both participants and spectators in accordance with local health codes.
- Permittee must arrange for a centrally located first-aid station and ambulance service, if deemed necessary by this office.
- Security of equipment or other facilities is the sole responsibility of the permittee.

There are many other points to consider when planning a special event on federal lands. Please contact the Park Ranger responsible for Special Events by calling the Old Hickory Lake Resource Management Office at (615) 822-4846. This Ranger can help you with any concerns or questions you may have related to this application or your event requirements in general.

**CONTINUED ON BACK**

---

**DESCRIBE THE PROPOSED ACTIVITY. INCLUDE INFORMATION SUCH AS WHO WILL PARTICIPATE, WHO WILL CONDUCT, WHAT IS THE PURPOSE, ETC.:**

**DATE(S) OF EVENT:** \_\_\_\_\_

**TIME OF EVENT: (include set up & take down):** \_\_\_\_\_  
\_\_\_\_\_

**EXACT LOCATION OF EVENT (INCLUDE MAP):** \_\_\_\_\_  
\_\_\_\_\_

**NUMBER OF PARTICIPANTS EXPECTED:** \_\_\_\_\_

**NUMBER OF SPECTATORS OR VISITORS EXPECTED:** \_\_\_\_\_

**NUMBER OF VESSELS EXPECTED:** \_\_\_\_\_

**DO YOU PLAN ON COLLECTING FEES OF ANY TYPE? YES NO**  
**IF YES, WHAT ARE THE AMOUNTS AND FOR WHAT PURPOSE?**

\_\_\_\_\_  
\_\_\_\_\_

**HOW WILL ACCESS TO AND FROM THE EVENT AREA BE CONTROLLED, AND NONPARTICIPATING TRAFFIC BE DIRECTED THROUGH OR AROUND THE EVENT AREA (include buoy needs, course markers, signs, barricades, etc)?**

\_\_\_\_\_  
\_\_\_\_\_

**ARE EXISTING SANITARY FACILITIES ADEQUATE TO HANDLE EXPECTED PARTICIPANTS AND VISITORS? IF "NO", WHAT MEASURES WILL YOU TAKE TO PROVIDE NECESSARY FACILITIES?**

\_\_\_\_\_  
\_\_\_\_\_

**DO YOU FEEL FIRST-AID STATIONS, AMBULANCES, OR OTHER SAFETY MEASURES ARE REQUIRED? IF "YES", WHAT MEASURES WILL YOU TAKE TO PROVIDE NEEDED SERVICES AND EQUIPMENT?**

\_\_\_\_\_  
\_\_\_\_\_

---