

SPECIAL EVENT PERMIT REQUEST

Applicant must provide all requested information at least two weeks prior to the event.

Special Event Permit Fees: A non-refundable permit fee of \$50.00 will be charged for each Special Event Permit. In addition to the basic \$50.00 permit fee the Government shall be reimbursed by the permittee for Government costs accrued by the Corps specifically related to the special event (direct and indirect costs incurred by the Government for additional services and/or resources related specifically to the special event), including the reservation and use fees for all recreational facilities to be used by the permittee during the special event. If the event will cause the Government to accrue reimbursable costs, an estimated itemized accounting for reimbursable costs will become an attachment to this permit prior to issuance.

Please send payment, along with permit request to:

U.S. Army Corps of Engineers / Lewisville Lake
1801 N Mill Street
Lewisville, TX 75057

Make check payable to: F & A Officer, USAED, Ft. Worth

APPLICANT INFORMATION

Name of Organization: _____

Address: _____
(Street or PO Box #) (Town/City) (State) (Zip Code)

Coordinator: _____
(Name) (Address)

Daytime Phone #: _____ Evening Phone #: _____

Alternate Coordinator: _____
(Name) (Address)

Daytime Phone #: _____ Evening Phone #: _____

PROPOSED ACTIVITY (Describe the proposed activity and provide information concerning who would conduct and participate.)

Location: _____ Date: _____ Time: _____

of participants expected: _____ # of spectators/visitors: _____

ADDITIONAL INFORMATION

Are fees or entrance donations of any type to be collected from the public or participants? _____
If "yes", what are the amounts and for what purpose would they be assessed (entry fee, spectator fee, etc.)? What are the expected gross revenues? For what purpose would the collected funds be used?

Will the event involve vendors? _____ If "yes", list each individually.

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?

Are existing sanitary facilities adequate to handle expected crowds? _____ If "no", what measures will you take to provide necessary facilities?

Will first-aid stations, ambulances or other safety measures be required? _____ If "yes", what measures will be taken to provide needed services and equipment?

Will buoys, temporary course markers, or lake traffic control measures be required? _____ If "yes", list requirements.

Are additional permits from other governmental agencies required? _____ If "yes", list agencies and type of permits.

Will additional security measures be required for crowd or traffic control? _____ If "yes", what measures would be taken to ensure public safety?

SIGNATURE _____ DATE _____

The Privacy Act of 1974 requires that each individual asked to furnish personal information be advised of the following:
Authority: 5 P.L. 93-579.Purpose: To provide a contact in connection with permit activities.
Routine Uses: Permit is issued under direction of the Fort Worth District Corps of Engineers. The name and address of those obtained 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 other personal identifier. Disclosure of information is voluntary. Failure to provide the requested information will preclude issuance of permit.