

U.S. ARMY CORPS OF ENGINEERS  
FORT WORTH DISTRICT  
LAKE ACTIVITY PERMIT APPLICATION

Organization/Name (Permittee): \_\_\_\_\_

Telephone Days/Evenings: \_\_\_\_\_

Email: \_\_\_\_\_

Address Street/P.O. Box: \_\_\_\_\_

Address City/State/Zip: \_\_\_\_\_

Event Start Date/Time: \_\_\_\_\_

Event End Date/Time: \_\_\_\_\_

Event Headquarters Location (Lake/Park): \_\_\_\_\_

Event Purpose: \_\_\_\_\_

Number of Participants: \_\_\_\_\_

Number of Non-Participants (spectators, visitors, volunteers): \_\_\_\_\_

Number of Vehicles: \_\_\_\_\_

Number of Vessels: \_\_\_\_\_

1. Will the event be held on an outgranted area? YES ☐ NO ☐

If "YES"...

Who is the Federal grantee/concessionaire (name)? \_\_\_\_\_

Is the event being sponsored by the Federal grantee/concessionaire? YES ☐ NO ☐

2. Will the event involve the exchange of money on site from the public or participants, e.g. donations, entry fees, entrance fees, parking fees, sales of goods, supplies or services, food, refreshments, etc.? YES ☐ NO ☐

If "YES"...

What are the amounts and for what purpose will they be assessed? \_\_\_\_\_

What are the expected gross revenues? \_\_\_\_\_

What are the expected net revenues for-profit? \_\_\_\_\_

For what purpose will the collected funds be used? \_\_\_\_\_

3. Will the event involve vendors? YES ☐ NO ☐

If "YES," list each vendor individually: \_\_\_\_\_

4. 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?

5. Will restricted access to the event be required? YES ☐ NO ☐

If "YES," what circumstances or conditions require that access be restricted and how will this be managed:

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

Email request to:  
BNSHFRONTDESK@GMAIL.COM

7. Will safety measures be required, e.g. first-aid stations, ambulances, safety vessels, etc.? YES ☐ NO ☐

If "YES," what measures will be required and how will this required service and equipment be provided:

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8. Will support equipment be required, e.g. buoys, temporary course markers, bleachers, traffic control devices, etc.? YES ☐ NO ☐

If "YES," list the equipment required, who and when this equipment will be set up and taken down:

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9. Will there be any storage requirements needed prior to or following the event? YES ☐ NO ☐

If "YES," list the storage requirements and how this will be provided:

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10. Are permits from other Governmental agencies required? YES ☐ NO ☐

If "YES," list the agencies and type of permits required:

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11. Will security measures be required for crowd or traffic control, e.g. security personnel, police, etc.? YES ☐ NO ☐

If "YES," what measures will be taken to ensure adequate public safety:

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12. Will alcoholic beverage be sold or distributed not for sale? YES ☐ NO ☐

13. Will provisions for Government provided services be required, e.g. Government personnel, vehicles, materials, supplies, or services, etc.? YES ☐ NO ☐

If "YES" a Special Event Permit – Incurred Cost Recovery Fee Worksheet must be provided and approved by the Operations Project Manager for documentation and payment.

14. Will the event require "special circumstances" for participation requiring gender or age discrimination? YES ☐ NO ☐

If "YES" an exceedingly persuasive justification must be provided and approved by the Operations Project Manager.

15. Special circumstances:

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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.

Email request to:  
BNSHFRONTDESK@GMAIL.COM

**U.S. ARMY CORPS OF ENGINEERS, FORT WORTH DISTRICT**  
**LAKE ACTIVITY PERMIT**

For use of this form, see CFR 36, Chapter III, Part 327; the proponent agency is CESWF-OD.

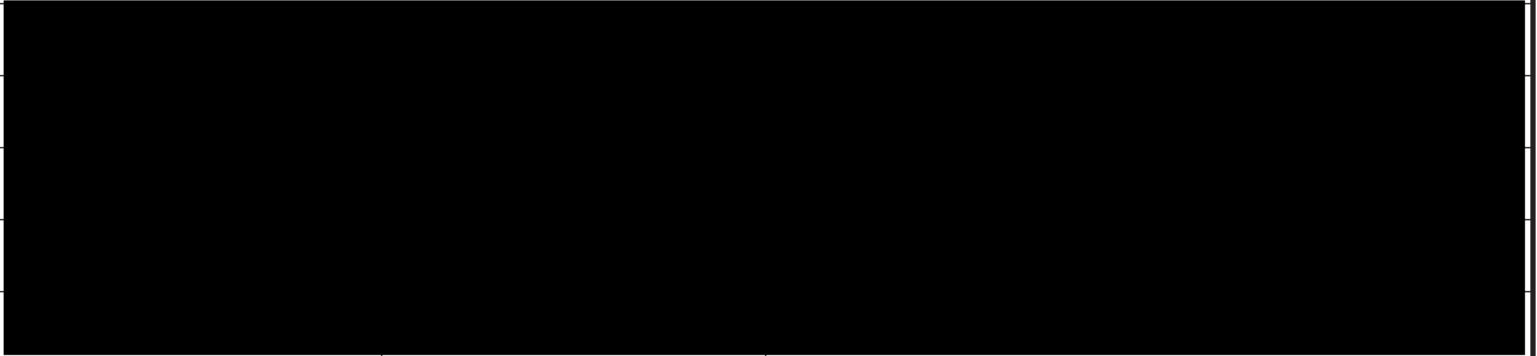
DATA REQUIRED BY THE PRIVACY ACT OF 1974 (5 U.S.C. 552a)

**AUTHORITY:** 10 U.S.C. Section 3012.

**PRINCIPAL PURPOSE(s):** To administer a lake permit to individuals who request to have an activity on U.S. Corps of Engineers lake property.

**ROUTINE USES:** COE employees who have a need for such information in the performance of their duties for the purpose of assigning and administering lake activity permits will use the information. Information will be transferred to appropriate Federal, State, local or foreign agencies, when relevant to civil, criminal or regulatory investigations of prosecutions; or pursuant to a request by a Federal agency or such other agency in connection with hiring, firing, or retention of an employee, the issuance of a security clearance, the investigation of an employee, the letting of contract, or the issuance of a license, grant, or other benefit; or pursuant to a request from Congressional Officer. Record may be disclosed to another DoD component for personnel action, security actions, criminal investigations or other lawful functions; the information may be disclosed to OMB for review of private relief legislation (*Circular A-19*) or may be disclosed to foreign law enforcement, security, investigating or administrative authorities; and all blanket routine uses at Volume 48, Federal Register 25779-25780, June 6, 1983.

**MANDATORY OR VOLUNTARY DISCLOSURE AND EFFECT ON INDIVIDUAL NOT PROVIDING INFORMATION:** Failure to provide any part of the requested information will prevent processing of the application and issuance of an activity permit.



**SECTION I - CONDITIONS**

PERMIT IS SUBJECT TO THE FOLLOWING CONDITIONS:

1. **APPLICABLE LAWS AND REGULATIONS:** THE PERMITTEE SHALL COMPLY WITH ALL APPLICABLE FEDERAL LAWS AND REGULATIONS, LEASE CONDITIONS, AND WITH ALL APPLICABLE LAWS, ORDINANCES, AND REGULATIONS OF THE STATE, COUNTY, AND MUNICIPALITY WHEREIN THE EVENT IS LOCATED, INCLUDING, BUT NOT LIMITED TO, THOSE REGARDING CONSTRUCTION, HEALTH, SAFETY, FOOD SERVICE, WATER SUPPLY, SANITATION, USE OF PESTICIDES, LICENSES OR PERMITS TO DO BUSINESS.
2. **HEALTH AND SAFETY:** THE PERMITTEE IS RESPONSIBLE FOR TAKING ALL REASONABLE HEALTH AND SAFETY PRECAUTIONS FOR THE PROTECTION OF LIFE AND PROPERTY, INCLUDING PARTICIPANTS AND SPECTATORS. THE PERMITTEE WILL ALSO COMPLY WITH SUCH ADDITIONAL SAFETY PRECAUTIONS AS DIRECTED BY THE OPERATIONS PROJECT MANAGER.
3. **ENVIRONMENTAL AND CULTURAL IMPACTS:** THE PERMITTEE SHALL EXERCISE DUE CARE IN THE USE OF THE PREMISES SO AS TO MINIMIZE THE IMPACT ON ENVIRONMENTAL AND CULTURAL RESOURCES.
4. **PUBLIC USE:** PRIVATE USE OF THE PROJECT LANDS WILL NOT PREEMPT PUBLIC USE OF PROJECT RECREATIONAL RESOURCES NOT EXCLUSIVELY COVERED UNDER THIS PERMIT.
5. **NON-DISCRIMINATION:** ADMISSION TO VIEW THE ACTIVITY WILL BE OPEN TO THE GENERAL PUBLIC WITHOUT DISCRIMINATION ON THE GROUNDS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX OR AGE. PARTICIPATION IN THE ACTIVITY MAY BE LIMITED TO MEMBERS OF THE SPONSORING GROUP PROVIDED THAT THE GROUP DOES NOT UNLAWFULLY DISCRIMINATE AGAINST PARTICIPATION IN THE ACTIVITY ON GROUNDS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX OR AGE. REQUEST FOR SPECIAL ACTIVITY PERMITS CITING "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.
6. **INSURANCE:** THE PERMITTEE SHALL MEET BONDING, INSURANCE, AND OTHER REQUIREMENTS AS DETERMINED BY THE OPERATIONS PROJECT MANAGER.
7. **DAMAGES:** THE PERMITTEE SHALL REPAIR OR REPLACE ANY PROPERTY OF THE UNITED STATES GOVERNMENT THAT IS DAMAGED OR DESTROYED AS A RESULT OF, OR INCIDENTAL TO, THE ACTIVITY AND SHALL RESTORE THE PERMITTED AREA BY 12:00 PM OF THE DAY AFTER THE COMPLETION OF THE ACTIVITY. REPAIRS AND RESTORATION SHALL BE COMPLETED TO THE SATISFACTION OF THE OPERATIONS PROJECT MANAGER.
8. **GOVERNMENT LIABILITY:** THE UNITED STATES GOVERNMENT IS NOT RESPONSIBLE FOR DAMAGES TO PROPERTY OR INJURIES TO PERSONS WHICH ARISE FROM OR ARE INCIDENT TO THE EXERCISE OF THE PRIVILEGES HEREIN GRANTED AND SHALL BE HELD HARMLESS FROM ANY AND ALL SUCH CLAIMS.

9. CANCELLATION: THE GOVERNMENT RESERVES THE RIGHT TO REFUSE OR CANCEL ANY ACTIVITY OR PROGRAM AT ANY TIME BEFORE OR DURING THE ACTIVITY AS DETERMINED BY THE OPERATIONS PROJECT MANAGER, WITHOUT LIABILITY TO THE GOVERNMENT OR ITS EMPLOYEES.

☒ 10. SPECIAL CONDITIONS: SPECIAL CONDITIONS ARE ATTACHED IF SELECTED (X) OR USE BLOCK 12 BELOW:

11. ACTIVITIES ON OUTGRANTED AREAS: IF THE ACTIVITY IS LOCATED ON AN OUTGRANTED AREA, THIS PERMIT IS BEING ISSUED BY THE OPERATIONS PROJECT MANAGER OR THEIR AUTHORIZED REPRESENTATIVE UNDER THE AUTHORITY GRANTED BY THE CHIEF, REAL ESTATE DIVISION.

12. SPECIAL CONDITIONS

1. Permittees must follow CDC Guidelines pertaining to COVID-19.
2. If requesting location during non-park hours (ie..parks closed for the season, using park before/after park hours, etc.), permittees will be expected to take away any trash/debris that has accumulated due to the activity.
3. If requesting location during non-park hours, (ie..parks closed for the season, using park before/after park hours, etc.), permittees should know that the Corps is not responsible for any facility that is not cleaned, mowed, or free of trash/debris.
4. If requesting location during non-park hours, (ie..parks closed for the season, using park before/after park hours, etc.), permittees will be responsible for the \$5.00 vehicle entrance fee to enter the park unless the permittee and guests have a current access card.
5. Park entrance gates are programmed to open during park hours only - 6:00am to 8:00pm. If the permittee's event does not coincide with the park operating hours, the permittee will need to request an exception through lake staff.
6. If using Chalk Ridge Falls Boy Scout Camp Area: Permittee will need to agree to dedicate a minimum of one hour of park / area clean up and complete a mandatory Activity Hazard Analysis (AHA) form prior to the event.
7. If permittee is requesting to bring a vendor on site: No monies will be exchanged on USACE property.
8. NEW: Guests to the pavilion will have to be provided the code for entrance.

Ranger Assigned to LAP:

Approved:

Disapproved:

Ranger Signature:

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SECTION II - SIGNATURE BLOCK CERTIFICATIONS

1a. PERMITTEE (Last, First MI)	b. DATE (YYYYMMDD)	c. PERMITTEE'S SIGNATURE
2a. OPERATIONS PROJECT MANAGER / REPRESENTATIVE (Last, First MI)	b. DATE (YYYYMMDD)	c. OPM / REPRESENTATIVE'S SIGNATURE