

SPECIAL EVENT PERMITS



The Corps of Engineers welcomes organized events being held at our many great outdoor recreation facilities. To best manage the recreation areas for all users, events may be required to have a special event permit or a letter of permission. Organizers of activities such as fishing tournaments and concerts, large family reunions, trail and horse and buggy rides, etc., need to see the following information and Event Permit Request Form.

You may need a special event permit or a letter of permission if you are planning an organized event at a Corps of Engineers' Recreation Area, and your event involves one or more of the following:

- A fishing tournament with 12 or more boats
- An organized event with 150 or more participants
- If you intend to have special entertainment or amenities (Moonwalks, Dunking Booths, Children's Rides, Concerts, etc.)
- If you intend to collect money (only non-profit organized events will be permitted.)
- **Please note, some elaborate and very large events may be charged an event fee (for example, large tournaments or events that require special use of a recreation area.) Additionally, these events may be required to provide proof of liability insurance.**
- Be aware that most events can be issued either a letter of permission or a special event permit; however, the Resource Manager may decline to issue a permit/permission for some events if they are deemed to not be in the best interest of the project.



EVENT PERMIT REQUEST FORM

On the following page is an Event Permit Request Form for prospective event organizers to fill out and mail or fax to the appropriate resource office. **After receiving the request, a Ranger will contact you by phone or mail.**

Mail or fax request to one of the following addresses:

From Amory, Mississippi, north

U. S. Army Corps of Engineers
Tennessee-Tombigbee Waterway
Attn: Event Permit
82 Bay Springs Resource Road
Dennis, Mississippi 38838

Phone (662) 423-1287

Fax (662) 454-9346

From Amory, Mississippi, south

U. S. Army Corps of Engineers
Tennessee-Tombigbee Waterway
Attn: Event Permit
3606 West Plymouth Road
Columbus, Mississippi 39740

Phone (662) 327-2142

Fax (662) 328-8766



SPECIAL EVENT APPLICATION

Sponsoring Organization: Is this a non-profit organization? <input type="checkbox"/> Yes <input type="checkbox"/> No	Contact Person: _____
Sponsor Address: (check here if this is return mail address) <input type="checkbox"/>	Contact Person Address: (check here if this is return mail address) <input type="checkbox"/>
Is there a fee charged to participants? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, what is the fee? \$ _____ Is participation limited to members of sponsoring Organization? <input type="checkbox"/> Yes <input type="checkbox"/> No Is there a fee charged to spectators? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, what is the fee? \$ _____	Phone # (Home) () - - (Cell) () - - (Work) () - - E-mail: _____
Name of Event: _____	Type or Event of Activity: _____
Date(s) of Event / Dates of Similar Events: 1. _____ 2. _____ 3. _____ 4. _____ 5. _____	Time of Event (start and finish): 1. to 2. to 3. to 4. to 5. to
Number of Participants: Number of Participating Boats (if applicable): Number of Monitoring/Safety Boats (if applicable):	Number of Spectators (if applicable): Number of Spectator Boats (if applicable):
Corps Project / Proposed Location ^(Staging Area) of Event / Number Vehicles Parking: Number Vehicles with Trailers Parking:	Location of Water to be used (nearest mile marker) _____
<p>With full knowledge and understanding of the risks involved, I agree to hold the US Army Corps of Engineers, the Federal Government, any agency of the Federal Government, officers, agents, servants, employees and contractors of the US Army Corps of Engineers/Federal Government harmless for any for damage to property or injury to persons resulting from the event.</p> <p>Date: _____ Signature of Sponsor's Representative: _____</p>	

DO NOT WRITE BELOW THIS LINE

APPLICATION STATUS	APPROVAL ACTION
Date Received: _____ Payment Amount Included: _____ <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Incomplete Information Reviewing Officials Signature: _____	Special Events Permit: Permit Number(s): _____ Special Events Permission Permission Number: _____

PLEASE READ APPLICABLE GUIDELINES AND CONDITIONS ON THE FOLLOWING PAGE

Please List Special Conditions for event/tournament: