



US Army Corps  
of Engineers®  
Savannah District

**SPECIAL USE APPLICATION**  
**U.S. Army Corps of Engineers**



**\*Application must be submitted at least 30 days prior to activity/event date(s)\***

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:

Activity/Event Description:

Activity/Event Date(s):

Activity/Event Time(s):

Specific Location:

Number of Participants:

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

Number of vehicles:

Number of vessels:

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?

Will the activity/event involve vendors?

If "yes", list each individually.

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

Will restricted access to the activity/event be required?

If "yes", what circumstances or conditions of the event require that access be restricted?

What are the time requirements for set-up and take-down for the activity/event?

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?

Will support equipment (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.

Will there be any storage requirements needed prior to or following the activity/event?

If “yes”, list the storage requirements.

Are permits from other governmental agencies required?

If “yes”, list agencies and type of permits.

Will security measures be required for crowd or traffic control?

If “yes”, what measures will be taken to ensure adequate public safety?

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.

Upon issuance, permit is subject to the following conditions:

1. The exercise of the privileges hereby granted shall be without cost or expense to the United States and shall be personal to the Special Use Permit holder referred to as “holder” throughout. This Special Use Permit and event/activity thereby authorized shall be under the conditional approval of the Operations Project Manager and subject to Federal rules and regulations including Title 36, Chapter III, Part 327 of the U.S. Code of Federal Regulations, and applicable Federal, state and local regulations. Other state and local permits, if required, will be obtained and copies provided to the Operations Project Manager.

2. The holder acknowledges that he/she has inspected the premises, knows its condition and understands that the same is granted without any representations or warranties whatsoever and without any obligation on the part of the United States. Neither the USACE nor any USACE employee shall be responsible for damages to property or injuries to persons which arise from or are incidental to the exercise of the privileges herein granted and shall be held harmless from any and all such claims.

3. Any property of the United States damaged or destroyed as a result of or incidental to the event/activity shall be promptly repaired or replaced and premises restored by the holder to the satisfaction of the Operations Project Manager. The holder shall exercise due care in the use of the premises to protect environmental and cultural resources. The holder must restore the event/activity site within the time frame established by the Operations Project Manager. If the holder fails to remove personal property or restore the premises within the established time frame, the property shall either become the property of the United States without compensation therefore, or the Operations Project Manager may cause the property to be removed and the premises restored. The holder shall pay all costs for removal of said property and restoration of the premises.

4. The holder shall provide sufficient services to ensure the health, welfare, safety, supervision and security of participants and spectators. Liability insurance in the minimum amount of \$1,000,000 designating the Corps as "additional insured" may be required and must be submitted prior to the issuance of permit.

5. The holder may be required to pay a non-refundable fee of \$75.00 for the issuance of this Special Use Permit. Fee, if applicable, must be received prior to issuance of permit.

6. Private use of the project lands will not preempt public use of project recreational resources. A majority of project facilities will remain available to the general public.

7. Participation in or admission to view the event/activity will be open to the general public without discrimination on the grounds of race, color, religion, national origin, sex, age or disability. Participation in the event/activity may be limited to members of the sponsoring group provided that the group does not unlawfully discriminate against participation in the event/activity on grounds of race, color, religion, national origin, sex, age or disability. Request for special events/activities citing "special circumstances" for participation requiring gender or age discrimination must be accompanied by an exceedingly persuasive justification. This may be appropriate for events/activities such as contact sports and sports such as tennis, golf, or competitive swimming. Fishing tournaments do not qualify for discrimination based on gender. No "special circumstances" have been presented to justify discrimination for this event/activity.

8. The government reserves the right to refuse, relocate or cancel any event/activity at any time before or during the event/activity as determined by the Operations Project Manager, without liability to the government or its employees.

9. In addition to the Special Use Permit fee, the holder and all participants shall pay all applicable recreation user fees and reservation fees normally charged at the facility.

10. The holder may be required to reimburse the government for costs incurred which are specifically related to the special event/activity, i.e., direct and indirect personnel costs, including salaries and fringe benefits; physical overhead; vehicle costs; and other indirect costs, including material and supply costs, utilities, travel and rents or imputed rents on land, buildings and equipment.

11. Collection of participant fees may be authorized for this event/activity. For a non-profit event/activity, collections that exceed the actual cost of the event/activity will be collected by the USACE for legal disposal, unless such surplus proceeds are used for benefit to the project. The government reserves the right to audit the event/activity holder's records.

12. The holder shall not remove or disturb, cause or permit to be removed or disturbed, any historical, archeological, architectural, or other cultural artifacts, relics, remains, or objects of antiquity. In the event such items are discovered on the premises, the holder shall immediately notify the Operations Project Manager and protect the site and the material from further disturbance until clearance to proceed is received.

13. The holder will comply with all Federal, state, county and municipal local laws, ordinances and regulations. Other agency permits, if required, will be provided prior to issuance of permit.

14. This Special Use Permit is nontransferable.

15. Vendors must be approved prior to operating in conjunction with this event/activity. Vendor operation is only allowed during the operational hours of the event/activity and must cease at the conclusion of the event/activity.

I agree to abide by all conditions listed above upon issuance of the Special Use Permit.

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Special Use Applicant Signature

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Date