



## REQUIREMENTS FOR EVENTS

Use of park facilities by groups, organizations and businesses is by reservation only and requires execution of a Facilities Use Agreement. Any regularly occurring use of specific park facilities by formal or informal groups also requires a Facilities Use Agreement. Facilities can also be reserved for family and social events.

Park facilities that are not reserved are available on a first-come first-served basis. Facilities are open and available to the general public unless the facilities are already in use or a “Reserved” sign is posted by Lakeshore Park.

Park regulations and requirements for events at the park include:

1. **Alternate Facilities.** It may be necessary to relocate scheduled events due to ongoing construction at the park.
2. **Security/Traffic Control.** In the event traffic at an event is likely to disrupt recreational use of the park, the event sponsor may be required to provide security and/or traffic control officers to assist with coordination and control of traffic and parking during the hours of the event.
3. **Park Visitors and Neighbors.** The use of park facilities must not unreasonably interfere with the use of the remainder of the park by the visitors and must not adversely affect neighbors of the park.
4. **Sales of Merchandise.** Sales of merchandise by vendors within the park is prohibited without the specific written approval of Lakeshore Park.
5. **Cancellation.** Lakeshore Park reserves the right to cancel or terminate any use of park facilities at any time if necessary for park security or operations.
6. **Responsibility for Damages.** Event sponsors are responsible for any damage to the park or park property and must reimburse Lakeshore Park for the reasonable costs and expenses incurred in repairing or restoring such damage or replacing missing or damaged property.
7. **Cleaning.** The event sponsor is responsible for cleaning the site after use and must collect and remove all trash generated by the event and dispose of such trash in a lawful manner in an offsite facility.
8. **Signage.** No signage shall be erected in connection with any event without the prior written approval of Lakeshore Park. The event sponsor shall be responsible for obtaining any required signage permits and for compliance with any applicable sign ordinances or regulations.
9. **Nondiscrimination.** Event sponsors agree not to discriminate against any person on the basis of race, color, religion, sex, age, disability, familial status or national origin in connection with the use of park facilities.
10. **Compliance.** Event sponsors are responsible for compliance with all City ordinances, rules and regulations concerning use of City property.

11. **Limitation of Liability.** In no event will the City of Knoxville or Lakeshore Park be liable for any damages, including, but not limited to, any direct, special, incidental or consequential damages arising out of or in connection with the use of park facilities by an event sponsor or its invitees.
12. **Indemnification.** An event sponsor must agree to indemnify and hold the City of Knoxville and Lakeshore Park harmless from any claims arising out of the event sponsor's use of the park facilities.
13. **Insurance.** Lakeshore Park generally follows the [City of Knoxville Transfer of Risk Guide](#).
  - Most family and social events and informal gatherings do not require insurance. Insurance is required for other events, with minimum limits \$1,000,000 per incident/\$2,000,000 aggregate for most events and \$2,000,000 per incident/\$3,000,000 aggregate for higher risk events, such as athletic events and events with mechanical rides or inflatable structures. Specific insurance requirements are determined by Lakeshore Park at the time of scheduling the event. The City of Knoxville and Lakeshore Park must be named as additional insureds with respect to the liability insurance coverage, and current certificates of insurance must be delivered to the City of Knoxville and Lakeshore Park prior to the event.
  - The City of Knoxville offers a TULIP program (Tenant User Liability Insurance Policy) which provides a general liability policy that can be accessed by sponsors of events on City property. The policy provides coverage to the user as well as the City, subject to the policy terms, and may be more reasonably priced than individual insurance programs.
  - A quote for insurance through the City's TULIP program can be obtained [online](#).