

(Revised NPS Form 10-930)
 (OMB No. 1024-0026)
 (10-2010)
 Expires 6/30/2013

National Park Service
Big South Fork National River and Recreation Area
4564 Leatherwood Rd, Oneida, TN 37841
423-569-9778



Revised Application for Special Use Permit

Please supply the information requested below. **Attach additional sheets, if necessary, to provide required information.** You will be notified of the disposition of the application and the necessary steps to secure your final permit. For special events, a non-refundable processing fee should be included and your permit may require the payment of cost recovery charges and proof of liability insurance naming the United States of America as also insured. Pursuant to the 2010 NPS Interim Regulations, parks have up to 10 days to process a fully executed application that seeks to engage in a demonstration or the sale or distribution of printed matter.

Applicant Name:	Organization Name:
Social Security #:	Tax ID #
Street/Address:	Street/Address:
City/State/Zip Code:	City/State/Zip Code:
Telephone #:	Telephone #:
Cell phone #:	Cell phone #:
Fax #:	Fax#:
E-mail:	E-mail:

Description of Proposed Activity (attach diagram, attach additional pages if necessary):

Requested Location: _____

Date(s): _____

Event set up will begin: (date and time)	Event will begin: (date and time)	Event will end: (date and time)	Removal will be done: (date and time)

Maximum Number of Participants _____ (Please provide best estimate)

Maximum Number of Vehicles _____ (attach parking plan)

Support Equipment (list all equipment; attach additional pages if necessary)

List support personnel (contractors, etc. including addresses and telephones attach additional pages if necessary) _____

Individual in charge of event on site (include address, telephone and cell phone numbers): _____

- Is this an exercise of First Amendment Rights? Y N
- Are you familiar with/ have you visited the requested area? Y N
- Have you obtained a permit from the National Park Service in the past? Y N
(If yes, provide a list of permit dates and locations on a separate page.)
- Do you plan to advertise or issue a press release before the event? Y N
- Will you distribute printed material? Y N
- Is there any reason to believe there will be attempts to disrupt, protest or prevent your event?(If yes, please explain on a separate page.) Y N
- Do you intend to solicit donations or offer items for sale? Y N
(These activities may require an additional permit.)

The applicant by his or her signature certifies that all the information given is complete and correct, and that no false or misleading information or false statements have been given.

Signature _____ Date _____

Information provided will be used to determine whether a permit will be issued. Completed application must be accompanied by an application fee in the form of a check or money order in the amount of \$25.00 made payable to **National Park Service**. Credit card payments may be accepted at some parks. Application and administrative charges are non-refundable. *This completed application should be mailed to Letitia Neal at the Park address found on the first page of this application.*

Note that this is an application only, and does not serve as permission to conduct any use of the park. If your request is approved, a permit containing applicable terms and conditions will be sent to the person designated on the application. The permit must be signed by the responsible person and returned to the park prior to the event for final approval by the Park Superintendent.

NOTICES

Privacy Act Statement: The Privacy Act of 1974 (5 U.S.C. 552a) provides that you be furnished with the following information in connection with information required by this application. This information is being collected to allow the park manager to make a value judgment on whether or not to allow the requested use. Applicants are required to provide their social security or taxpayer identification number or activities subject to collection of fees by the National Park Service (31 U.S.C. 7701) Information from the application may be transferred to appropriate Federal, State, local agencies, when relevant to civil, criminal or regulatory investigations or prosecutions.

Paperwork Reduction Act Statement): This information is being collected subject to the Paperwork Reduction Act (44 U.S.C. 3501) to allow the park manager to make a value judgment on whether or not to allow the requested use. This information collection is required to obtain or retain a benefit. All applicable parts of the form must be completed. A Federal agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Estimated Burden Statement: Public reporting burden for this form is estimated to average 45 minutes per response including the time it takes to read, gather and maintain data, review instructions and complete the form. Direct comments regarding this burden estimate or any aspects of this form to the National Park Service, Special Park Uses Program Manager, 1849 C Street NW (2460), Washington, D.C. 20240

Craft Vendor Guidelines

ELECTRIC

Let us know if you are going to need electrical hook-up even if you have a generator. Vendors must provide their own extension cords (100 feet should be adequate) which should be 12 AWG (gauge).

PARKING

All vehicles will need to be parked in the nearby parking lot in front of the restrooms. You may not park your vehicle next to your tent.

SET UP AND SITE MAINTENANCE

You are responsible for your own tent, tables, etc. Please do not expect a perfectly flat, dry area – this is a rural setting, complete with bugs, poison ivy, and sudden thunderstorms.

Set up time is from 7:00 a.m. to 10 a.m. ET on the day of the event, although vendors may set up on the night before after 5:00 p.m. ET. Vendors may remain overnight on the day of the event but must be cleared out by noon on the day after the event.

Vendors are solely responsible for the security of all items in their site at all times.

Vendors should bring some form of protection from the sun, tie-downs and stakes for tents, plastic to cover displays in case of showers, and secure all property from wind. Festival will be held rain or shine. Be prepared. There is no rain date.

Signs/banners/tents shall be made of a flame retardant material and proof of such fire retardant rating shall be made available to the Park Official upon request.

TRASH

Vendors are responsible to collect and properly bag trash within their sales location. We require that you use recycled and/or recyclable materials for your packaging, etc. Cardboard must be broken down and stacked for recycling. No toxic cleansers.

INSURANCE

It is recommended that all crafters have their own insurance for displayed work, tools and/or equipment. The National Park Service assumes no liability for damage due to weather or other natural causes or theft.

REGULATIONS

Vendors shall not display, offer for view or sell any illegal or contraband items.

The sale of "original objects, artifacts, or specimens of a historic, archeological, paleontological, or biological nature is prohibited" in accordance with *Management Policies 2006. Section 10.2.4.6, Artifacts and Specimens*. Biological objects include items such as plants (including seeds) and animals (including vertebrates and invertebrates). This policy also prohibits the sale of merchandise or novelty items containing whole biological specimens (e.g., scorpions, butterflies, snakes, coral, etc.) or parts of biological specimens (teeth, claws, antlers, seashells, feathers, seeds, etc.). Policy on acceptable and unacceptable merchandise is also found in *NPS 48. Chapter 28. Handicrafts. Gifts and Merchandise*.

There are several exceptions to this policy as it relates to biological items. The sale of the following retail items is **not** prohibited:

- Commercially sold items containing common non-living biological materials from legally authorized sources. Examples are items containing feather or down insulation and items made of cowhide leather or wood.

- Handicrafts and other retail items containing non-living biological materials, such as decorative feathers, seeds, nuts or flowers embedded or affixed to the item provided they are from legally authorized sources and are labeled as originating from outside the park.
- Food products from an authorized source such as meats produce and packaged items like sunflower seeds.
- Non-living fishing bait originating from an authorized source outside the park. The sale of live fishing bait is not permitted.
- Replicated artifacts or specimens if they are obvious replicas and clearly labeled as replicates.

ACCOMODATIONS

For information about campsites and other accommodations, please call the Bandy Creek Campground Office at 1-423-286-8368.

NOISE

Any amplified sound and loud noise from your site is prohibited.

PROMOTIONS

The National Park Service reserves the right to prohibit, within any vendor site or on the festival grounds, the display, advertisement, or other promotion of any business, company, or organization which may be in conflict with the mission of the NPS.

DONATIONS/FUNDRAISING

Donations/fundraising cannot be solicited while inside the boundaries of the National Park Service. This includes tip jars, raffle tickets, lotteries, etc.