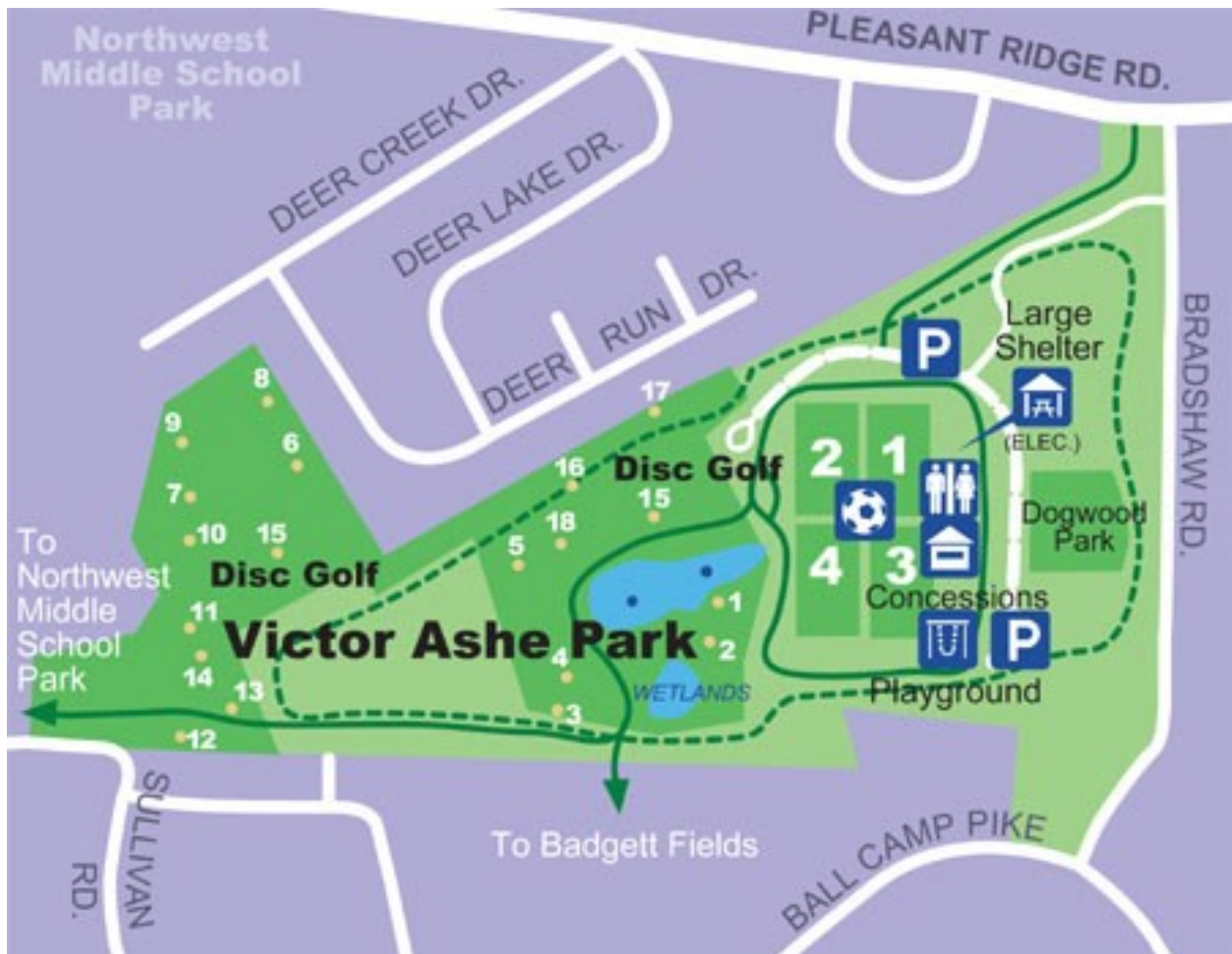




CITY OF KNOXVILLE PARKS AND RECREATION

VICTOR ASHE PARK

4901 Bradshaw Road * Knoxville, TN



AMENITIES

- 4 Soccer Fields
- Restrooms
- Parking—330 spots (8 handicap)
- Concession Stand
- Greenway with paved loop
- 18 Hole Disc Golf Course
- Playground
- Dog Park
- 2 Sand Volleyball Courts
- 3 Horseshoe Pits

VICTOR ASHE PARK

4901 Bradshaw Road * Knoxville, TN

HISTORY

Victor Ashe Park was completed in 2003 in honor of Former Knoxville Mayor Victor Ashe. VAP has since become a popular park among locals and tourists. The Park has been host to many local, state, and national events for cross country, soccer, and disc golf.

DIRECTIONS

Directions from downtown Knoxville: Take Western Avenue headed west; after approximately four miles, turn right onto Pleasant Ridge Road; go approximately three miles (before Northwest Middle School) and turn left onto Bradshaw Road; park is on immediate right.

Directions from I-40: From I-40, take the I-640 exit #385; take the Western Ave. West; head west on Western Ave; turn right onto Ballcamp Pk. at the Wendy's; turn right onto Bradshaw Rd; park will be on the left.

Directions from I-75: From I-75, take the Merchant Drive exit #108; head west on Merchant Dr; go to Merchant Dr. end; turn left onto Pleasant Ridge Rd; turn right onto Bradshaw Rd; park will be on the immediate right.

PARK RULES & REGULATIONS

1.) For the protection of our park and the safety of its users, the following are prohibited

- No alcoholic beverages
 - No knives or explosives
 - No open fires
 - No inflatables (unless pre-approved)
 - No hitting golf balls anywhere in the park
 - No motorized vehicles in park
 - No equestrian activity
- 2.) Per city ordinance, all animals must be maintained on a leash.
- 3.) Please be respectful of other trail users
- 4.) Please help to keep our parks beautiful by disposing trash in proper receptacles.

VICTOR ASHE PARK

4901 Bradshaw Road * Knoxville, TN

Who do I contact to reserve Victor Ashe Park?

Reserving the fields, course, etc.—Jerry Dills 865-215-1706

Reserving the Picnic Shelter—<http://registration.knoxvilletn.gov>

If I rent the fields, do I get the shelter too?

Not always as the shelter may already be reserved. Please discuss with Jerry to reserve both. The earlier you ask for both the better as the park is very popular.

Can we use the concession stand?

The concession stand is located near by the soccer fields between the playground and picnic shelter. There is a \$50 per day charge for the concession stand. The concession stand includes storage, shelves, refrigerator, and large sink.

Can vendors set up (to sell t-shirts, food, merchandise)?

Yes. Please discuss with Jerry before the event. The tournament will be charged \$50 per day for each vendor.

What can I expect with the restrooms?

The restroom facility has 5 stalls in each restroom. Paper supplies are filled, but it is always a good idea to bring extra paper towels and toilet paper.

Are there places to plug in to use the electricity?

Yes, there are many places to utilize electricity. There are a few outlets in the picnic shelter and, also, in the concession stand.

Can we charge an admission fee?

Typically, no. Victor Ashe Park is a very popular park. The community uses the park for the dog park, walking tracks, disc golf course, playground, etc.

Is water available?

Yes. There is a water fountain by the restroom building. If you are using the concession stand, there is a sink available as well as a water supply in the back room

Are there lights on the field?

No. There are no lights for the fields.

POLICY MANUAL
(last update March 2019)

Victor Ashe Park is a community gathering spot, consisting of a shelter, concession stand, dog park, walking trail, and a four-field multiple use facility built for both the citizens of Knoxville and out of town guests for their recreational use and enjoyment. Below is a list of policies that apply to the use of this facility. Groups and/or individuals who wish to use this facility on a short-term basis must abide by these policies. Any questions regarding these policies should be directed toward the City of Knoxville's Parks and Recreation Department (KPRD).

INSURANCE REQUIREMENTS:

Any group wishing to rent all or part of this facility, shall have written proof of insurance (minimum of *\$1,000,000 per incident / \$2,000,000 aggregate coverage*) and have the City of Knoxville, 400 Main St, Knoxville TN 37902 specifically named as an additional insured. This written proof must be provided to KPRD before the tournament may begin.

RESPONSIBLE PARTIES:

The City of Knoxville Parks and Recreation Department will be responsible for:

***FIELD PREPARATION:**

Before the field rental begins, the field will be prepared for play. This includes mowing the fields.

***RESTROOMS:**

The restroom building is located near the fields. Contact the City if any emergency plumbing problems. Groups should consider bringing extra paper goods.

***TRASH PICK UP:**

City crews will empty trash per morning schedule. Groups will be responsible for nightly trash pickup. The City recommends that all event holders bring their own trashcans and extra bags. Full bags can be tied off and placed in the large dumpster behind the concession building. User groups/individuals are strongly encouraged to remind their participants to use the receptacles provided and not throw trash on the ground. Recycling bins are located in the cul-de-sac.

***SECURITY:**

Security will unlock and lock the main gate for each event. A security individual will periodically be on site to patrol the parking lots, deal with any disturbances and generally assist the tournament director as needed.

User groups/individuals of Victor Ashe Park will be responsible for:

- | | |
|---|--|
| *Advertising | *Scheduling games |
| *Providing balls, discs, etc | *Providing tournament rules |
| *Providing tournament brackets | *Providing trainers (if required) |
| *Providing rain out policy | *Lining fields, placing and securing goals |
| *Responsible for referees and supervision | *Picking up litter |

FIELD PREPARATION

User group is responsible for lining fields, placing goals, adding nets to the goals, etc.

INCLEMENT WEATHER POLICY:

Each user group/individual should have a written "INCLEMENT WEATHER POLICY" on hand for their activity, in case of rain or other weather conditions that might delay or postpone games. There must be a plan of action that allows for speeding up play, or shortening the total number of games to be played in case there are long delays in scheduled games. The "INCLEMENT WEATHER POLICY" must be turned in with written proof of insurance and tentative schedule by Tuesday before the tournament. KPRD does reserve the right to determine when the fields are not playable. Under no circumstances is the field to be used for play when the field supervisor has determined that the conditions are unsafe for users or possibly harmful to the fields' future condition.

PARK RULES:

KPRD has the following rules for Victor Ashe Park that will be followed by all users of the facility.

VIOLATORS OF THESE RULES WILL BE ASKED TO LEAVE THE PREMISES.

For the protection of our park and the safety of its users, the following are prohibited

No alcoholic beverages

No knives or explosives

No inflatables

No open fires

No hitting golf balls anywhere in the park

No motorized vehicles in park green areas

No equestrian activity

Per city ordinance, all animals must be maintained on a leash.

Please be respectful of other park and trail users

Please help to keep our parks beautiful by disposing trash in proper receptacles.

FEE SCHEDULE:

The fee for renting Victor Ashe Park fields is \$35 per field for 2 hours or \$55 per field for 4 hours. The fee for renting Victor Ashe Park is \$100 per field for more than four hours of use. The tournament fee for renting Victor Ashe Park fields is \$1,000 for the use of all (four) fields plus the concession stand and shelter for a 2-day weekend tournament (Saturday-Sunday).

SHELTER:

The shelter is open to the public and available on a first come, first served basis if not reserved

TENTS:

Personal tents may be permitted after receiving prior approval. Tents are not permitted on athletic fields or landscaping beds. Tents are allowed along sidelines for team bench area. Maximum tent sizes permitted in City parks may not exceed 15'x15'.

CHARGING FOR PARKING OR ADMISSION STRICTLY PROHIBITED

Groups or individuals renting Victor Ashe Park for an event will not be allowed to charge for parking. Due to the volume of Public Park usage, implementing a gate charge tends to cause a myriad of challenges for all. We thank you for making other fundraising arrangements.

OUTSIDE VENDORS:

Vendors selling items during any rental (i.e. t-shirts, caps, photographs, balls, kettle corn, food, etc.) are not allowed on-site at Victor Ashe Park without prior permission from the City of Knoxville, Parks and Recreation Department. KPRD reserves the right to determine where vendors may set up. All vendors must provide a copy of their current Vendors License Permit, a current Health Permit (food vendors), and Letter of Approval from KPRD. All forms must be current and available at the event site for inspection.

INJURIES & MEDICAL EMERGENCIES

Athletic Trainers or medical staff are not provided by KPRD. Tournaments Directors along with coaches and parents are ultimately responsible for properly handling all injuries and medical emergencies that may occur during the tournament. KPRD strongly encourages all Tournament Directors to have an emergency action plan and provide a trained medical professional or someone with CPR & First Aid training to be on site at all times to oversee all injuries and emergencies.

YOUTH SPORTS COACHES

KPRD strongly encourages all youth sports organizations to require national background screenings on all coaches. It is the responsibility of the organization renting the park to oversee all aspects of approving or denying any coach.

STATE OF TENNESSEE'S YOUTH CONCUSSION & HEAD INJURY LAW

The hosting organization shall be responsible for all requirements related to the State of Tennessee's Youth Sports Concussion & Head Injury legislation.

LIGHTNING POLICY

If thunder is heard or lightning is seen, KPRD strongly recommends a mandatory game delay of 30 minutes. All players, coaches, officials, and guests are advised to leave the park and seek shelter in their vehicles. All are strongly encouraged to remain in their vehicles until the "all clear" has been given.

PARKING

Parking is permitted in designated areas only. Parking on or alongside any public street or in grassy areas is prohibited. Illegally parked vehicles may be ticketed or towed.

FOOD TRUCKS

Food trucks must have a permit from the City of Knoxville as well as expressed written consent from KRPD to operate on park property.

VENDORS / ON-SITE SALES

Tournament Directors may offer or partner with vendors. The tournament will be charged \$50 per day per vendor. KPRD must approve all vendors and reserves the right to determine the location of the vendor and reserves the right to discontinue vendor sales if necessary.

CONCESSIONS:

The concessions area may be rented for \$50 per day. Groups renting the concessions will be required to leave the area clean and in good order.

TOURNAMENT GATE FEES

Charging an admission fee is prohibited as it would create many issues with the many citizens who use the park on a daily basis.

SUB-LEASING RENTALS

The rental agreement with an organization/person shall not be sub-leased or awarded to another organization/person.

ADHERANCE TO ALL LOCAL, STATE, & FEDERAL LAWS

The Tournament Organizers shall adhere to all applicable local, state, and federal laws.

Date Submitted: _____

KNOXVILLE PARKS & RECREATION DIVISION Athletic Facility Use Form

Circle One: *Duff Field/Park* *Holston River Park* *Victor Ashe Park*

Field Rental/Usage

Organization: _____

Date(s) of Event: _____ Times: _____

Type of Event: _____

Contact Information:

Name: _____

Address: _____

City: _____ Zip: _____

Home #: _____ Work #: _____

Cell #: _____ Email: _____

- Rental Fees:** \$35.00 per field for 2 hour rental
 \$55.00 per field for 4 hour rental
 \$100.00 per field / per day for over 4 hours total use
 \$100.00 refundable clean up deposit required for leagues (due before season starts)
- Tournaments:** \$1,000.00 - use of all (4) VAP fields, concessions, & shelter for 2-day weekend tournaments
 \$500.00 - use of all (2) Holston River Park fields for 2-day weekend tournaments
 (Includes Friday setup)
 \$100.00 refundable clean up deposit required before tournaments
 \$100.00 deposit (due by Feb. 28th) to reserve tournament dates (will be applied to total)
 \$50.00—use of concession stand per day

Number of Fields Needed: _____ Estimated number of people: _____

Concessions: _____ Yes _____ No (*Victor Ashe & Sam Duff Tournaments Only*)

Checks should be made payable to City of Knoxville. Our mailing address is:
Knoxville Parks & Recreation Department
c/o Athletics
5930 Lyons View Pike
Knoxville, TN 37919

Please Note:

- Certificate of Liability Insurance and full payment for tournament is due one week before event start date.
- Prior approval must be received before fees may be charged for parking or admission at City parks.

Thank you for your cooperation.

CERTIFICATE OF LIABILITY INSURANCE

Please submit copy by Wednesday before your tournament

SAMPLE BELOW

ACORD_{TM} CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY)			
PRODUCER Premier Insurance - 584-4352 Bradley Insurance - 281-7722 Brooke Agency - 588-9744		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.			
INSURED Your Organization		INSURERS AFFORDING COVERAGE INSURER A: INSURER B: INSURER C: INSURER D: INSURER E:			
		NAIC #			
COVERAGES THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.					
INSR ADD'L LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER				WC STATUTORY LIMITS <input type="checkbox"/> OTH ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ DISEASE - POLICY LIMIT \$
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS					
CERTIFICATE HOLDER City of Knoxville Parks and Recreation Division 917A E 5th Ave Knoxville, TN 37917			CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL _____ DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE		



Knoxville Parks & Recreation Department Policy Manual Acknowledgment Form

I hereby confirm the reading and full understanding of the KPRD Caswell Park Policy Manual and agree to follow and abide by all guidelines, stipulations, policies, and procedures as set forth in this document. I will also ensure that all individuals acting on behalf of myself or the (organization name) _____ are aware of and are in full understanding and agreement with the terms and conditions of this document.

Location of Event: _____ Date of Event: _____

Tournament Director Name: _____

Tournament Director Signature: _____

Date: _____

Please return completed acknowledgment form to:

Nathan Nease, Athletic Coordinator
Knoxville Parks & Recreation Department
5930 Lyons View Pike
Knoxville, TN 37919
nnease@knoxvilletn.gov