A beautiful place to meet and play
Welcome!

Thank you for considering Knoxville as the destination for your event or show.

With more than 80 acres of beautiful outdoor sites, multipurpose indoor venue spaces and ample parking, Chilhowee Park & Exposition Center can host diverse events from fairs, festivals and runs to trade shows and agriculture competitions. We have a full-time staff of event managers that will ensure your event is the best it can be.

Chilhowee Park & Exposition Center is owned by the City of Knoxville and managed by SMG, the recognized global industry leader in public assembly facility management. Chilhowee Park is conveniently located off Interstate 40, adjacent to Zoo Knoxville and minutes from the revitalized downtown Knoxville.

Chilhowee Park offers several venue options for planners. The Jacob Building is the largest indoor space. The newly renovated, two-story exhibition hall has 36,600 square feet of floor space on the main level and 20,500 square feet on the balcony.

The Homer Hamilton Amphitheater is an open-air theater with a seating capacity of 4,500 and a 60-by-100-foot stage. Several additional outdoor spaces provide flexible options for event planners, including a 14-acre tractor pull area for action sporting events and 70,000 square feet of covered/open-air barns and pavilions for agricultural events.

This Promoter and Event Planning Guide is a handbook for holding an event at our facility and provides information about services, guidelines and event-related topics.

You will be contacted by the event management team member assigned to your event. The event manager will be available throughout the planning process to answer questions and provide assistance.

The event manager will provide a cost estimate associated with the event, assist with development of floor plans, provide lists of preferred vendors and personally supervise your event from the first day through its conclusion.

Thank you again for considering Chilhowee Park & Exposition Center for your event. Please do not hesitate to call us at 865-215-1450 if you need additional information.

We look forward to serving you.

Chilhowee Park & Exposition Center Staff
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Located next to Zoo Knoxville, Chilhowee Park is an 81-acre multiuse venue that includes a newly renovated 57,100-square-foot exhibit hall, 4,500-seat amphitheater, 3-acre lake and ample parking.

Chilhowee Park & Exposition Center is conveniently located off Interstate 40 and minutes away from Knoxville's revitalized downtown area. Chilhowee Park & Exposition Center features multiple lots with ample parking to accommodate large events.

In addition to its expansive outdoor areas and more than 70,000 square feet of covered/open-air barns and pavilions for agricultural events, Chilhowee Park & Exposition Center features the Jacob Building, a newly renovated two-story exhibition hall with 57,100 square feet of exhibition space and updated lighting and HVAC. The building hosts trade shows, festivals, luncheons, competitions and other public and private events throughout the year.

Chilhowee Park & Exposition Center is committed to sustainability and green practices. The Jacob Building has a solar panel array owned by the City of Knoxville, which generates energy for the facility and other businesses in Knoxville.

Originally developed in the late 19th century as a public space with dance pavilions, Chilhowee Park features beautiful green spaces and a marble pavilion that was built in 1910. The park was the host of the 1910 and 1911 Appalachian Exposition, which brought U.S. Presidents Theodore Roosevelt and William Howard Taft to East Tennessee. The exposition also featured the first airplane flight in East Tennessee.

Chilhowee Park has a long history as a fairground. In 1920, Chilhowee Park was leased to the East Tennessee Division Fair, which now is known as the Tennessee Valley Fair. The Tennessee Valley Fair is one of the South’s longest-running fairs and attracts 150,000 visitors during its 10-day run each September.

In addition to the family offerings of a park, Chilhowee Park is located next to Zoo Knoxville, a world-class zoo with more than 800 animals. Additionally, The MUSE Knoxville offers educational children’s programming throughout the year.

Chilhowee Park & Exposition Center offers something for every visitor and planner. Thank you for considering Chilhowee Park & Exposition Center for your next event, and we look forward to helping you make it a success.
KNOXVILLE AT A GLANCE

» The City of Knoxville is in the heart of East Tennessee where the splendor of the great outdoors combines with Southern hospitality as soon as you arrive. It is undoubtedly one of the most beautiful and livable areas in the United States.

» Knoxville is centrally located in the Southeast and easily reachable by interstate from key cities such as Chattanooga, Nashville, Atlanta, Asheville, N.C, Greenville, S.C., and Lexington, Ky.

» The city is located in the foothills of the Smoky Mountains, and guests of Chilhowee Park & Exposition Center can drive to the most popular national park in the country in less than an hour. Knoxville’s revitalized urban center is teeming with eclectic local shops, restaurants and entertainment venues.

BY THE RANKINGS

Experts agree Knoxville is a great place to be

» Ranked in Top 5 of “America's Most Affordable Cities” by Forbes.com, 2014

» Amazon selected Knoxville #3 “Most Well Read Cities,” 2014


» Ranked No. #2 “Happiest Cities to Work in Right Now” by Forbes, 2013

» “Top 100 Best Places to Live” by Liveability.com, 2013


» “Best Sports Cities in the South” by bleacherreport.com, 2012

» Downtown Knoxville’s Gay Street named one of “America's Great Streets” by American Planning Association, 2012

» Named one of “20 Best Vacation Destinations” by Frommers.com, 2012


» One of the “10 Fastest Growing U.S. Cities” by CNN, 2012

» “Most Dog-friendly City in the Southeast” by Dog Fancy Magazine, 2011

» One of the “Nation’s Fastest Growing Area for ‘Green’ Jobs” by Brookings Institute Report, 2011

» #1 Food Festival in America (International Biscuit Festival), Livability.com, 2011

For directions to our facility and parking instructions, please visit our website at www.chilhoweepark.org.

For hotels and information about what to do while in Knoxville, visit our tourism partner, Visit Knoxville, at www.visitknoxville.com.
MEET OUR MANAGEMENT TEAM

The Chilhowee Park & Exposition Center has a dedicated and passionate staff with years of experience planning and executing events and performances. Our team members will be with you every step of the way to help plan your next successful event.

**MARY BOGERT**
General Manager | 865-215-8910 office | 865-251-6001 office | mbogert@kccsmg.com
Mary Bogert oversees operations and sales and all facilities. Bogert has more than 25 years of experience in the hospitality industry, including more than 14 years of managing facilities in the Knoxville area.

**GREG MACKAY**
Director 865-215-1454 office | gmackay@smgknoxville.com
Greg Mackay assists the general manager in overseeing the operations of Chilhowee Park & Exposition Center and the services provided to events held at its facilities.

**MICHAEL TARRANT**
Event Manager 865-215-1460 | mtarrant@smgknoxville.com
Michael Tarrant handles event booking and coordination for the facility, which includes a 3-acre lake, bandstand, 4,500-seat amphitheater, 57,100-square-foot exhibition hall, barns, arenas, playground and picnic shelters.

**JASON BOURGOYNE**
Director of Operations | 865-261-6007 office | jbourgoyne@kccsmg.com
Jason Bourgoyne oversees operations at Chilhowee Park & Exposition Center and the City of Knoxville’s other major event venues. Bourgoyne specializes in building management efficiencies and has managed operations at the Knoxville Convention Center since 2001.

**ROBIN BRYANT**
Operations Manager 865-215-1453 office | rbryant@smgknoxville.com
Robin Bryant manages operations at Chilhowee Park & Exposition Center in conjunction with the director of operations.
Our Partners

Management:

SMG is the country’s leading entertainment and venue management company. SMG provides management services to more than 230 public assembly facilities, including convention and exhibition centers, arenas, stadiums, theaters, performing arts centers, equestrian facilities, science centers and a variety of other venues.

Sales:

Visit Knoxville is the official Convention and Visitors Bureau for Knoxville and Knox County. Visit Knoxville promotes Knoxville as a destination for visitors and groups, which generates tourism dollars that benefit the local economy.

Concessions:

Spectra handles concessions services at Chilhowee Park & Exposition Center. The national company provides customer service and concession management to multiple sports facilities, convention centers, performing arts centers, state fairs and other venues and events. For full catering options, please request a preferred caterers’ list from your event manager.
Décor:

ACES is dedicated to making every event a standout. ACES transforms spaces into creative masterpieces. ACES is a subsidiary of All Occasions Party Rentals. From tables and specialty linens to carpets, drapes, backdrops and stages, ACES has you covered for all trade show or event needs. The professionals at ACES are able to help identify the elements needed to make your event a standout or simply turn your existing vision into reality.

Audiovisual:

Once the table is set, we help put the spotlight on your event through the services of a first-class production team. M&M Productions USA produces major concerts and events worldwide and stands ready to meet all your audio, video, digital, stage, sound and lighting needs here in Knoxville. From video conferencing to web-streaming to screens and microphones, M&M Productions USA can deliver. Preferred provider.
Our Spaces:

Jacob Building

The Jacob Building is the largest indoor space at Chilhowee Park. The newly renovated, two-story exhibition hall has 36,600 square feet of floor space on the main level and 20,500 square feet on the balcony. Five overhead load-in doors make setup and load-out easy, and upgraded lighting, electric and HVAC ensure your event is presented in the best light to your guests. Two ticket windows are located on either side of the main entrance.

The Jacob Building features a concessions area with service provided by our in-house catering department, Spectra. Full-service catering is available for luncheons, dinners and receptions at the Jacob Building.

Chilhowee Park offers a full range of services and equipment, such as tables, chairs, pipe and drape, crowd control barriers, bleachers and traffic cones.
The Homer Hamilton Amphitheater is an open air theater with a seating capacity of 4,500 and a 60-by-100-foot stage. Inside the facility are dressing rooms and restrooms. Three double ticket windows are located at the front entrance. A large concession area is adjacent to stage.
Our Spaces: Agricultural & Outdoor

Tractor Pull

The Tractor Pull area contains 14 acres suitable for action sports entertainment. It has a seating capacity of 3,000.

Midway

The Midway is an 845-by-608-foot lot with both grass and paved areas and picnic pavilion and restroom areas. The Midway, located on the south side of Magnolia Avenue, is connected to the rest of the park by an underground tunnel. The Midway is available for outdoor events, such as car shows, walks, races, parades and concerts. Staging can be rented through Chilhowee Park & Exposition Center.

Agricultural Spaces

Chilhowee also has 70,000 square feet of covered/open-air barns and pavilions suitable for agricultural events, including two barns, pavilion and multi-purpose building with more than 7,000 square feet of interior space.
## Venues and Capacities

<table>
<thead>
<tr>
<th>Name</th>
<th>Square footage</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jacob Building</td>
<td>57,100 square feet, two-stories</td>
<td></td>
</tr>
<tr>
<td>Homer Hamilton Amphitheater</td>
<td></td>
<td>4,500</td>
</tr>
<tr>
<td>Midway</td>
<td>513,760 square feet</td>
<td></td>
</tr>
<tr>
<td>Tractor Pull</td>
<td></td>
<td>3,000</td>
</tr>
<tr>
<td>Agricultural areas</td>
<td></td>
<td></td>
</tr>
<tr>
<td>North Barn</td>
<td>23,165 square feet</td>
<td></td>
</tr>
<tr>
<td>South Barn</td>
<td>31,476 square feet</td>
<td></td>
</tr>
<tr>
<td>Pavilion</td>
<td>10,650 square feet</td>
<td>1,000</td>
</tr>
<tr>
<td>Multipurpose building</td>
<td>7,296 square feet</td>
<td></td>
</tr>
</tbody>
</table>

### WESTBOUND

**TO EXIT 392**

**"RUTLEDGE PIKE"**

**EASTBOUND**
DIRECTIONS TO
CHILHOWEE PARK &
EXPOSITION CENTER

From North of Knoxville
(LaFollette, Tennessee, Lexington, Kentucky)
» I-75 South toward Knoxville. Stay straight on I-275 South.
Merge on I-40 East toward Asheville. Take Exit 392
(Rutledge Pike/Knoxville Zoo Drive) onto Rutledge Pike/

From Northeast of Knoxville (Tri-Cities)
» I-81 South to I-40 West. Follow I-40 West to Exit 392
(Rutledge Pike/Knoxville Zoo Drive) onto Rutledge Pike/

From South of Knoxville
(Chattanooga, Athens, Cleveland)
» I-75 North to I-40 East. Follow I-40 East toward Knoxville/
Asheville. Take Exit 392 (Rutledge Pike/Knoxville Zoo Drive)
on to Rutledge Pike/TN-1 US-11W. Follow signs to Chilhowee
Park.

From East of Knoxville
(Newport, Asheville, North Carolina)
» I-40 West to Exit 392 (Rutledge Pike/Knoxville Zoo Drive)
on to Rutledge Pike/TN-1 US-11W. Follow signs to Chilhowee
Park.

From West of Knoxville
(Crossville, Cookeville, Nashville)
» I-40 East toward Knoxville. Follow I-40 East toward
Asheville. Take Exit 392 (Rutledge Pike/Knoxville Zoo Drive)
on to Rutledge Pike/TN-1 US-11W. Follow signs to Chilhowee
Park.
FACILITY GUIDELINES
AND SERVICES

The following topics appear in alphabetical order for your convenience.

ADA ACCESS
Chilhowee Park & Exposition Center’s Jacob Building is in compliance with accessibility as defined by the American with Disabilities Act (ADA) for wheelchairs and the physically challenged. Elevators are located in the facilities and provide access to both floors. Ramping is available throughout the facility. Restrooms are wheelchair accessible. We provide parking for vehicles with universal accessibility tags in the adjacent parking lot. All entrance doors are flush to the floor and ADA-compliant.

AIR CONDITIONING
Air conditioning will be provided to indoor spaces during move-in/move-out periods at no additional charge. Air conditioning is provided in interior spaces on show days. Additional air conditioning required during move-in/move-out will be billed at prevailing rates. Rates are available upon request from your event manager.

ALCOHOLIC BEVERAGES
Any questions regarding alcoholic beverages should be directed to the general manager and will be decided on a case-by-case basis.

ASSISTED LISTENING DEVICES
These are available upon request.

AUTOMATED TELLER MACHINE (ATM)
An automated teller machine (ATM) is located in the Jacob Building.

BROADCAST RIGHTS AND RECORDING FEES
Radio broadcasting, television transcriptions, live broadcasts and recording or advertising featuring the center are to be approved by the Chilhowee Park & Exposition Center.

CLEANING
During your event, Chilhowee Park & Exposition Center will maintain all public common areas, restrooms and event space.
CLEANING (cont.)
The facility operates with a “clean hall to clean hall” policy. Cleaning of rented facilities is the responsibility of show management. Our in-house department can provide limited event cleaning services. Contact your event manager for arrangements and prices.

If a situation arises that requires the immediate attention of our operations or cleaning department, please contact your event manager or any available Chilhowee Park & Exposition Center employee. Personnel will be dispatched immediately or as necessary.

Any race, run or walk with colored powder or cornstarch thrown on participants must submit a clean-up plan for prior approval. The run management will be responsible for any additional clean-up expense if the area is not sufficiently cleaned after the event.

DAMAGE
Any damage except for normal facility wear-and-tear is the responsibility of the lessee. The Chilhowee Park & Exposition Center lease agreement requires that the lessee return the facility to the same condition as it was received.

DECORATIONS
You are welcome to bring your own decorations or decorator. The use of painter’s tape is allowed on facility doors and walls. Please contact your event manager for a complete list of guidelines or to coordinate details.

Lessees and general service contractors should contact the Chilhowee Park & Exposition Center as early as possible to determine feasibility, labor responsibility and costs associated with the placement of signs and banners. The center prohibits affixing any signage on the facility’s glass, walls, doors, ceilings or superstructure, inside or outside. No holes may be drilled or punched into any building surface. Building policy prohibits the covering of facility signage, art or other building surfaces without the center’s written permission. Commercial advertising signage or displays placed in public areas must be pre-approved by the center.

EVENT MANAGEMENT
Your event manager will meet with you to review a final exhibit booth floor plan, list of exhibitors, anticipated total square footage for the event and any work orders for requested services (i.e., air conditioning, trash removal, labor, utilities, etc.).

All work orders and other expenses will be included in the final settlement. Any additional charges, such as lost keys, building damages, cleaning, etc., will be invoiced.
FIRE AND SAFETY REQUIREMENTS
Please observe the following minimum fire safety requirements of the Standard Fire Prevention Code and NFPA 101 Life Safety Code for all assembly, convention and exhibition centers. Download the full code on our website, www.chilhoweepark.org/forms or contact your event manager.

Please Note: A detailed floor plan of your event must be submitted to your event manager and the fire marshal at least 60 days before the event begins.

Please review the detailed Exhibitor Fire Code requirements posted on our website or contact your event manager.

Additional questions can be answered by the fire marshal's office at (865) 215-2283.

FIRE WATCH/CROWD MANAGEMENT
The Knoxville Fire Department (KFD) determines the need for standby Fire Watch/Crowd Management while the facility is open to registrants or the public. Fire Watch/Crowd Management may not be required for all events. The number of fire marshals needed on premises is determined by KFD after the floor and event plans are submitted, based on event schedule and estimated attendance. All off-duty fire personnel working at the center will be paid through Chilhowee Park & Exposition Center. Guidelines for the necessity of Fire Watch/Crowd Management include more than 1,000 people in the exhibit halls, any vehicles on display in your event, use of haze or fog machines and cooking demonstrations. Off-duty police officers may be required depending on the nature of the event and facility use. Check with your event manager to determine if officers are required.

The lessee is responsible for all related charges. All off-duty fire personnel and police officers working at the center must be paid by SMG. All related expenses will appear on your final settlement.

FIRST-AID CENTER/EMERGENCY PERSONNEL
Chilhowee Park & Exposition Center recommends having a first-aid center during all public events and move-in/move-out hours. Contact your event manager to arrange for paramedics and emergency vehicles from the Knoxville Fire Department (KFD).

Medical services provided by anyone other than KFD requires a minimum of $1 million medical malpractice and professional liability insurance and direct contact with 911 dispatch via radio communications.
FREIGHT DELIVERIES AND HANDLING
Chilhowee Park & Exposition Center can accept shipments of freight or materials (including overnight mail or COD services) on contracted move-in and show dates. Prior to the contracted move-in date, all freight must be delivered to the center through our in-house decorator or your outside decorator during designated move-in times and should be sent to the attention of the service contractor or show manager.

All exhibitor shipments should be handled by the decorator or a freight forwarder that will store and deliver at the designated move-in time.

GAMBLING/DRAWINGS
The Chilhowee Park & Exposition Center adheres to all Tennessee laws regarding gambling or drawings.

GRATUITIES
Thank you for your thoughtfulness; however, it is against SMG policy for any employee to accept gratuities or gifts of significant value.

GUN AND KNIFE SHOW RULES
Guns and knives are not allowed at Chilhowee Park & Exposition Center unless there is a show specifically designated for that purpose. During gun and knife shows, vendors and attendees must adhere to the following guidelines:

1. All guns must be unloaded, tied and the magazines removed. THIS INCLUDES FIREARMS OF CONCEALED CARRY PERMIT HOLDERS.

2. All ammo must be in sealed containers.

3. No loaded magazines allowed in the show.

4. No cameras allowed in the show.

5. Carts, dollys and baby strollers used to carry trade items cannot be brought into the show except by dealers.

6. Police officers who are in uniform or who are displaying badges have free admission.

7. All federal, state and local laws must be obeyed.

For our full list of rules and licensing requirements for dealers, download the Gun & Knife Show rules at www.chilhoweepark.org/forms.
HAZARDOUS WASTE MATERIALS DISPOSAL
Chemicals, solvents and/or solutions considered hazardous are not allowed to be disposed of through sewer lines or drains of Chilhowee Park & Exposition Center. Any materials brought into the facility must include its Safety Data Sheet (SDS). Neutralizers may be available to render harmless some chemicals. If you are not certain of the product being used, please check with the manufacturer.

Disposal of these items is the exhibitor’s responsibility, and items must be handled and disposed of in accordance with Environmental Protection Agency (EPA) regulations at the time of your event.

INSURANCE REQUIREMENTS
Insurance is required for most events at Chilhowee Park & Exposition Center. Some small events may not require insurance. Please contact your event manager to discuss the level of insurance required. Visit our website to see the requirements: http://www.chilhoweepark.org/wp-content/uploads/2017/06/InsuranceRequirements.pdf

Lessee agrees that it will indemnify and hold harmless the City of Knoxville and Chilhowee Park & Exposition Center, their officers, agents, contractors and employees, and at Chilhowee Park & Exposition Center’s option defend same, from and against all claims, demands, actions, damages, loss, cost, liabilities, expenses and judgments of any nature recovered from or asserted against the facility on account of box office operations and control of which is exclusively performed by the lessee.

LOST AND FOUND
We attempt to identify the owner and return items, but the facility is not liable for property left or stolen. To inquire about lost items, call (865) 215-1459.

OUTDOOR COOKING
During outdoor cooking events, the following guidelines shall be followed:

- 5-pound Type ABC fire extinguisher for each cooking vendor.
- Deep fryers with grease cooking need a K-type fire extinguisher.
- No open flames are permitted underneath any tent or canopy.
- Solid fuel cooking (charcoal, wood) shall be 10 feet away from tents.
- Propane cooking will be allowed under tent with proper fire extinguisher.
- Secure all LP/CO2 tanks.
- Tent shall have a permanently affixed label bearing the identification of size and fabric or material type.
OUTDOOR COOKING (cont.)
Fire inspection, if required, shall be completed before cooking is allowed on City property.

Fire inspection fee is a flat rate of $120 for safety inspections. If the fire inspection exceeds four (4) hours, the rate will be $30 per hour.

The Fire Marshal's Office can be contacted at (865) 215-2283 or KFDinspector@knoxvilletn.gov.

PARKING
Ample parking is available at Chilhowee Park & Exposition Center. To reserve parking for your event, contact your event manager for recommendations and pricing.

ADA parking is available at no charge with valid placard or license plate. Contact your event manager for locations.

RECEPTIONIST
Chilhowee Park & Exposition Center can provide a receptionist during regular business hours to answer event calls at our primary switchboard. During evening and weekend show hours, a receptionist can be provided for an hourly rate with a four-hour minimum. Contact your event manager for this service. Two weeks of advance notice is preferred.

RIGGING
Rigging at the facility is subject to approval by SMG and must meet industry standards. Certified riggers are required to use the scissor lift and to rig anything in the ceiling. A safety harness must be worn at all times on the scissor lift. Rigging point plots are available upon request. Please provide a ceiling plot to your event manager 30 days prior to your event. For additional information, see Rigging Policies at www.chilhoweepark.org/forms.

ROAD CLOSURES
For any road closures, you must secure a Temporary Traffic Control Permit through the City of Knoxville Engineering Department (865-215-6109), which may charge an additional fee for preparation of a traffic control plan. Every city road closure requires a uniformed Knoxville Police Officer on-site at a cost of $33/hour with a four-hour minimum.

SALES TAX/TAX EXEMPTION
Tennessee Sales & Use Tax is applied to certain rentals and services at time of final settlement. If your event or organization qualifies for tax exemption, please provide a valid certification of exemption issued by the State of Tennessee Department of Revenue or letter of 501(c)(3) exemption issued by the IRS.
SECURITY
Our highest priority is to create a safe and secure environment for all guests and employees. In order to provide an environment where our guests can safely enjoy the event, Chilhowee Park & Exposition Center’s security personnel conduct security checks as deemed necessary. These checks could include the use of wands and the search of jackets, clothing, bags and other items.

Please see our website for more information regarding security checks at www.chilhoweepark.org/forms.

SIGNAGE AND DECORATIONS
Lessees and general service contractors should contact Chilhowee Park & Exposition Center as early as possible to determine feasibility, labor responsibility and costs associated with the placement of signs and banners. The center prohibits affixing any signage on the facility’s glass, walls, doors, ceilings or superstructure, inside or outside. No holes may be drilled or punched into any building surface. Building policy prohibits the covering of facility signage, art, courtesy telephones or other building surfaces without the center’s written permission. Commercial advertising signage or displays placed in public areas must be pre-approved by center management.

SMOKING POLICY
All forms of smoking, to include but not limited to tobacco and electric/vapor, are not allowed in the facility. Ash/trash units are supplied at entrances.

TENT PERMITTING
The Tennessee Building Code is the governing authority for the erection and use of tents. A building permit issued by the City of Knoxville’s Building Codes, Permits & Inspections is required for the erection and/or occupancy of any tent.

The City of Knoxville website has permitting forms and FAQ: http://www.knoxvilletn.gov/UserFiles/Servers/Server_109478/File/PlansReviewsInspections/fastfacts/ff_tentcanopy.pdf

UTILITIES
Chilhowee Park & Exposition Center will be the exclusive provider of utilities and equipment installations for your event. All cords shall be in the rear of the booth line. Ramping is permitted with fire marshal approval. All fixtures and fittings must be UL-approved. The facility is the exclusive on-site contractor for telephone and telecommunication needs. The facility will staff a service desk during most events where exhibitors may place or inquire about orders, receive dialing assistance, etc. The Utility Service Order Form is available at www.chilhoweepark.org/forms.
WALKS, RACES AND PARADES

Fill out a Road Race or Parade Form, which can be downloaded on our website at www.chilhoweepark.org/forms.

Road closure(s), schedule, course map/route and traffic control plan, including use of barriers, must be submitted to Chilhowee Park & Exposition Center at least 45 days in advance. All public street crossings require uniformed Knoxville Police Department officers at $33/hour with a four-hour minimum. See Road Closures on page 16 for more information on required coordination with the City of Knoxville Engineering Department.

All walks and races require first-aid services. Two EMS personnel can be schedule for $66/hour with a four-hour minimum. Contact your event manager to arrange police presence and medical team.

Water or power requirement must be submitted to your event manager 45 days in advance. Color runs must submit a cleanup plan in advance for approval.

In parades, horses must be diapered and must be accompanied by a pooper-scooper/manure attendant at all times. There are absolutely no exceptions.

Dogs must be effectively restrained by chain or leash not exceeding 8 feet in length. The person having custody of a dog shall have the responsibility for cleaning and disposing of waste in a sanitary manner. Proof of rabies vaccination must be provided upon request.

The lessee will be responsible for the expense of cleanup of any remaining animal waste.

To ensure the safety of people watching the parade from the streets, SMG does NOT allow objects to be thrown from the parade.

WEAPONS

No firearms or weapons of any kind may be brought into Chilhowee Park & Exposition Center unless there is a show specifically designated for that purpose. See the Gun and Knife Show Rules on page 14 for further details.