

TENNESSEE STATE PARKS

Department of Environment and Conservation
Division of State Parks

POLICY DIRECTIVE: 119

STATE AND RETIRED STATE EMPLOYEE DISCOUNT PROGRAM

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I. PURPOSE:

The purpose of this policy is to extend to those full-time state employees; State University and State Community College employees; county and city public school teachers; full-time and part-time, and retired members of the Tennessee National Guard; retired full-time state employees having a Tennessee Consolidated Retirement System ID card; active duty military personnel, (all branches), and current members of the Tennessee General Assembly an incentive to visit and use Tennessee's State Parks by offering them a discounted rate; and to establish state employee discount guidelines for purchases made in the park gift shops and all state operated golf shops.

II. SCOPE:

Discounts apply to all parks having state-operated inns, cabins, golf courses and/or campground facilities. Persons qualifying for these discounts are not eligible for additional discounts for the same services.

III. AUTHORITY:

Tennessee Code Annotated Section 11-1-101, 11-3-121

IV. BACKGROUND:

A discount program for state employees was initiated during the 50th Anniversary Year of Tennessee State Parks. This program was an excellent means of introducing state employees to the opportunities available to them in the parks, and resulted in many return visits by these employees. These special rates are given to stimulate the constructive use of these listed groups' leisure time and to promote their well-being and good morale.

V. PROCEDURES:

- A. In order to receive a discount the employees must provide the following documentation:

State Employees – valid state employee ID issued by the Tennessee Department of Human Resources,
State University and State Community College Employees – valid ID card issued from their institution,
County and City Public School Teachers – valid state professional license card,
Tennessee National Guard –full-time, part-time and retired members with ID card,
Retired Full-Time State Employees – valid Tennessee Consolidated Retirement system ID card,
Current Members of the Tennessee General Assembly – ID card.
Active Duty Military – ID card or leave papers

- B. State employees or other eligible persons visiting a state park on official business or attending a state sponsored conference or meeting are not eligible for the lodging discount, but will be extended the official state rate instead.
- C. The following discounts will apply at all parks with camping, golf and/or lodging:

1. **INN ROOMS**

A 25 percent discount off inn rooms will be allowed during the period of April 1 through October 31. (December 1 through June 30 for Reelfoot Lake.) Reservations for this period, including holidays, may be made no more than 30 days in advance of arrival.

A 50 percent discount will be allowed during the period of November 1 through March 31. (July 1 through November 30 for Reelfoot Lake) Reservations for this period may be made no more than one year in advance of arrival with the exception of holiday weeks. Reservations for holiday weeks during this period may be made no more than 30 days in advance of arrival

Discounts apply to non-business travel only.

2. **CABINS**

A 25 percent discount off cabin rentals will be allowed during the period of

April 1 through October 31 of each year. Reservations for this period, including holidays, may be made no more than 30 days in advance of arrival.

A 50 percent discount will be allowed November 1 through March 31. Reservations for this period, including holidays, may be made no more than 30 days in advance of arrival. Discount applies to non-business travel only.

3. **GOLF GREEN FEES AND GOLF CART RENTALS**

TDEC Employee: 50% off Green Fees and Carts

Spouses of TDEC employees and children living at home or in school full time, and under the age of 22, get the TDEC 50% discount to play golf when the TDEC employee is present. If an annual pass is purchased by a family member, they may play without employee present.

The following will receive 20% off Green Fees and Carts:

State Employees & Retired State Employees
State University and State Community College Employees
County and City Public School Teachers
Full-time, part-time and retired Tennessee National Guard, Retired,
Current Members of the Tennessee General Assembly
Active Duty Military

The discount for golf green fees and carts will be available in any fee category for which the applicant is currently qualified.

4. **CAMPGROUNDS**

A discount of 25% will be available from April 1 through October 31.

A discount of 50% will be available from November 1 through March 30.

Exception: Premium campsites, rooms, or cabins will not be discounted.

- D. Discounts are available only for the room, suite, cabin, or campsite occupied by the employee. Discounts are not valid for additional overnight units rented or paid for by the discount recipient.

Any employee who makes a reservation for a room or cabin in advance of the 30 days eligibility date to receive discounts and who later cancels and tries to rebook that reservation in order to get the discount for the same date or dates held by the original reservation will not be able to receive the discounted rate. The employee will be required to pay the regular rate for any dates held by the original reservation if he/she chooses to try to re-book the reservation and she/she may only receive the discount for dates that were not included in the original reservation.

E. State Employee Merchandise Discounts

1. State employees must show state ID to receive discounts.
2. A discount of 30% off retail price will be available to all regular full-time and regular part-time TDEC employees at gift shops and golf shops.
3. All other state employees who are regular full-time and regular part-time will receive a 15% discount off retail price at gift shops and golf shops.
4. Those receiving discounts must pay all applicable taxes to purchase.
5. Discounts will not apply to the following:
 - Merchandise that has been marked down from original retail price
 - Golf clubs
 - Items that have retail price of \$4.99 or below
6. All state employees will be required to present their state identification card (PR-0666) and complete the retail operation continuation form, (CN-0288), which includes name, SS# (last 4 digits), and department. Where applicable they will also be asked to sign the register receipt and include the last 4 digits of their social security number. The clerk completing the transaction will add the sales transaction number associated with the discounted sale.
7. Discounts are available to state employees only, not family members, friends, etc. and are intended for personal use only and not for resale.
8. Any employee found to be abusing this privilege shall have their purchasing privilege revoked and may be subject to further appropriate disciplinary action.