

TITLE 725. OKLAHOMA TOURISM AND RECREATION DEPARTMENT
CHAPTER 30. DIVISION OF STATE PARKS

SUBCHAPTER 4. PUBLIC USE AND RECREATION

725:30-4-18. Alcoholic beverages and controlled substances

~~(a) The use or consumption of alcoholic beverages with less than or equal to three and two-tenths percent (3.2%) alcohol by weight within park areas is allowed in accordance with the provision of this section.~~

~~(b) The following are prohibited:~~

~~(1) The consumption of alcoholic beverages within park areas when such alcoholic beverage is in excess of three and two-tenths percent (3.2%) alcohol by weight and mixed beverage coolers except with an approved state license. In any event the park manager has authority to allow, or not, the use of alcohol in excess of 3.2% when the requisite license is held.~~

~~(2) The possession and consumption of an a non-alcoholic or alcoholic beverage, as defined in subsections (a) and (b)(1) of this section, by a person under 21 years of age.~~

~~(3) The sale or gift of an non-alcoholic or alcoholic beverage, as defined in subsections (a) and (b)(1) of this section, to a person under 21 years of age.~~

~~(4) The possession of a controlled substance, unless such substance was obtained by the possessor directly or pursuant to a valid prescription, from a practitioner acting in the course of professional practice allowed by state law [63:2-418].~~

~~(5) (a) Presence in a park area when under the influence of alcohol or a controlled substance to a degree that may endanger oneself or another person or damage property or natural resources is prohibited.~~

~~(b) The park manager may close all or portions of a public use area or facility to the consumption of beverages containing alcohol ~~including 3.2% alcohol product~~ when:~~

~~(1) The consumption of such beverages or the possession of an open container of such beverages would be inappropriate considering other uses of the location and the purpose for which it is maintained or established; or~~

~~(2) Incidents of aberrant behavior related to the consumption of such beverages are of such magnitude that the diligent application of enforcement, over a reasonable period of time, does not alleviate the problem.~~

~~(3) Violating a closure pursuant to this subsection is prohibited.~~

SUBCHAPTER 12. RESERVATION AND USE OF CABINS, GROUP CAMPS, SHELTERS, RESERVED/ASSIGNED CAMPING FACILITIES, AMPHITHEATERS, COMMUNITY BUILDING AND MEETING ROOMS

725:30-12-1. Definitions

The following words or terms, when used in this subchapter, shall have the following meaning unless the context clearly indicates otherwise:

"Daily" means the charge for use of a camp site from 5:00 p.m. until 2:00 p.m. the day of check out.

"Deposit" means the normal deposit for the first night's rate to be applied to the last night of the reservation. A deposit may be in the form of cash, check or properly authorized and processed credit card.

"Free shelter" means shelters designated by the park manager available free of charge on a first-come, first-served basis.

"Function space" means any area of the park unit used for purposes other than sleeping accommodations, such as meetings, banquets, golf tournament, dances and receptions.

"Group" means 8 or more persons.

"Group reservation" means a reservation for 20 or more accommodations or thirty percent of total units available at the property cabins for one or more nights, or 10 accommodations with a scheduled function.

"Holiday ~~weekend period~~" means any ~~three day weekend~~ multiple day period during the summer season ~~when a associated with a state-declared holiday falls on a Friday or Monday.~~

"Improved financial condition" means the financial results of an activity, a change in rates or fees, or any other event that increases revenues or reduces expenditures, the net result of which improves the financial condition of the Division or facility in the current or succeeding fiscal years.

"New accommodation" means other lodging or use types that may arise in addition to those currently covered in Division of State Parks rules. New accommodations may be treated as an existing accommodation category such as cabins, shelters, group camps, lodges or other accommodations as determined by the Director of State Parks.

"One-half day" means a period of time before 2:00 p.m. or after 4:00 p.m.

"Per day" means 6:00 a.m. to 11:00 p.m.

"Portal Fee" means a non-refundable fee charged to a customer for making a reservation using the Oklahoma State Parks ~~Campground~~ Reservation website. This fee covers the cost of the web service.

"Reservation" means a confirmed request for a park accommodation or facility which is available to be reserved and such availability has been verified and a deposit received by the park unit.

"Reservation Fee" means a non-refundable fee charged to a customer for making a reservation using the Oklahoma State Parks ~~Campground~~-Reservation website. This fee covers the cost to the park for securing and managing the reservation at the site.

"Season" means, for the purposes of this subchapter only, the period of time between ~~May 15 and September 16~~ April 1 and September 30 each year.

"Year-to-day" means the same day, week, weekend or holiday of the subsequent calendar year.

725:30-12-2. Cabins

(a) General cabin reservations.

(1) Reservation restriction.

(A) Individual cabin ~~Cabin~~ reservations are accepted up to eleven months in advance. ~~established on a year-to-day basis.~~

(B) The person making a reservation will be responsible for payment of all charges established for the accommodation, including any damages by the occupants.

(C) Those assuming responsibility for reservations and payment of charges shall be 18 years of age or older.

(2) Reservation priorities. Due to the heavy demand for weekend accommodations during the season, the following procedures apply during this period:

(A) Holiday weekends periods and special events:

(i) Reservations made more than 30 days prior to arrival must be for a minimum of 3 nights if a Friday or Saturday or holiday eve night is included in the request.

(ii) At the discretion of the park manager, reservations made between 30 and 5 days prior to arrival may be accepted for 2 nights providing not less than ten percent (10%) of the park accommodations remain available for later requests including all 3 nights of the weekend.

(B) ~~Regular weekends~~ Non-Holiday Periods:

(i) Reservations made more than 36 days prior to arrival must be for a minimum of 2 nights if a Friday or Saturday night is included in the request.

(ii) At the discretion of the park manager, single night reservations may be accepted between 30 and 5 days prior to arrival ~~providing ten percent (10%) of the park accommodations remain available for later requests including both Friday and Saturday nights.~~

(3) Deposits.

(A) A request for accommodations becomes a confirmed reservation only when a deposit is received.

(i) Deposits shall be equal to the first night's rate and presented to the park unit within 14 days (excluding Sundays) from the date of the request for deposit was mailed from the park unit or the reservation shall be cancelled.

(ii) Cancellation of the reservation shall be made 5 days in advance of the occupancy date or the deposit shall be subject to forfeiture.

(B) Any requests for accommodations made within 14 days of arrival will be honored on a first-come, first-served basis.

(4) Refunds. Refunds on advance deposits may be refunded in accordance with 725:15-31-10.

(b) Group cabin reservations.

(1) Group cabin reservations ~~may be made in accordance with (a) of this section.~~ may be accepted more than one year in advance of requested dates with approval from the manager or the Director of State Parks, if there is reason to believe it will benefit the facility's financial condition.

(2) The representative of an organization, company or other entity shall assume responsibility for charges and damages associated with group cabin reservations.

(3) Direct billing or credit, other than an approved credit card, for group cabin reservations is prohibited except when approved by the park manager.

(c) Complimentary meeting space.

(1) Complimentary meeting space where available, may be made available to groups occupying 20 or more accommodations ~~cabins~~ per night, or thirty percent of the total units available at the property.

(2) Should the group fail to occupy the number of cabins for which they reserved, the park unit will prorate the balance at the regular meeting room charge.

(d) Cabin prohibitions. The following is prohibited:

(1) Reserving and renting a cabin with an outstanding balance of payment resulting from a cabin rental during a previous visit.

(2) Allowing more persons to occupy the cabin than the occupancy limits set forth by the park manager.

(3) Departing the park unit with no intention of paying cabin rental fees including damages to property [21:1503].

725:30-12-3. Group camps

(a) Group camp season. Group camps open April 1 and close October 31 of each year. Exceptions may be approved by the park manager.

(b) Application.

(1) Reservation applications are accepted on a year-to-day basis.

(2) Applications for a reservation may be obtained by contacting the park unit in which the reservation is desired. Applications shall be completed in full and define an alternate date. If applications become available on-line in the future that means of applying is acceptable.

(3) Applications shall be mailed, or e-mailed directly to the park unit for which the reservation is requested.

(c) Reservations and reservation priorities.

(1) Reservations for groups requesting the use of the group camp for 5 consecutive days or more shall be accepted and confirmed on a first-come, first-served basis, except as provided for in OAC 725:30-12-5(c)(4).

(2) Reservations for groups requesting the use of the group camp for less than 5 consecutive days shall be confirmed after January 1st each year.

(3) In instances when 2 or more groups have requested the same group camp on the same date, first consideration will be given to the earliest postmark date on the envelope in which the application was submitted. In cases of 2 identical postmark dates, first consideration shall be given to the group having the same reservation dates in the previous year. The next consideration will be the requested alternate date.

(4) The number of reservations is not limited during any single season, and the park manager shall give consideration to serving the greatest numbers of groups and the maximum number of persons. In addition, the park manager may determine the length of the reservation so that successive reservations will result in the greatest occupancy of the group camp. Such determinations shall be based upon the reservation type, size and activities.

(5) If an application is accepted a request for reservation deposit shall be mailed or presented to the group representative. The deposit shall be equal to the first night's rate and shall be mailed or presented to the park unit within 14 days (excluding Sundays) from the day the request for deposit was mailed from the park unit or the reservation may be cancelled. Failure to submit an accurate deposit amount may result in cancellation of the reservation. Upon receipt of the deposit the reservation will be confirmed. Once confirmed a reservation will not be cancelled or changed to accommodate any other group.

(6) Cancellation of reservations shall be made by the group representative 60 days in advance of the occupancy date which is listed on the confirmed reservation form or the deposit shall be subject to forfeiture.

(7) In cases where the group camp is not reserved it may be rented to the first group making application and providing a deposit on a first-come, first served basis.

(d) Restrictions and general information.

(1) No group will be permitted to reserve a group camp for 2 successive holiday or special event periods.

(2) A damage and cleaning deposit may be requested by the park manager.

(3) Group directors shall receive the area between 2:00 p.m. and 4:00 p.m. on the first day of the reservation or in its present condition at any other time.

(4) All fees are due and payable upon departure except as defined by the park manager.

(5) The group camp will be furnished with silverware, china, drinking glasses, pots and pans, chairs, beds, tables, paper products, mattresses and mattress covers. All other equipment,

bedding and supplies necessary for the operation, cleanliness and safety of the group camp shall be provided by the group.

(6) A group camp director shall be provided and shall be no less than 25 years of age and one (1) counselor shall be provided for every eight (8) children who shall be no less than 18 years of age.

(7) Any damages to property or injuries shall be reported to the park manager.

(8) Arrangements for medical care shall be arranged in the nearest community prior to group camp occupancy.

(9) Groups using pools or water related recreational facilities shall provide a waterfront director who holds a valid lifesaving certificate as defined by the American Red Cross and is no less than 18 years of age. The Oklahoma Tourism and Recreation Department, Division of State Parks may provide lifeguard services pursuant to the fee defined in 725:30-6-1. Such fee shall not exceed the posted maximum limit which has been set forth by the Oklahoma Tourism and Recreation Department Commission. Swimming pools may be reserved at the discretion of the park manager.

(10) Recreational vehicles may be parked in the vicinity of the group camp at the discretion and designation of the park manager based upon the established fee for the campsite type.

(11) Group camps shall be left clean and sanitary prior to check out time which is 11:00 a.m. on the scheduled day of departure.

(e) Prohibited activities. The following is prohibited:

(1) Using the group camp for purposes other than those activities which are approved by the park manager.

(2) The sale of merchandise, goods or services to anyone other than a member of the group.

(3) Transfer or assignment of the group camp reservation to any other group without authorization of the park manager.

(4) Violation of the terms and conditions as defined in this section is prohibited and may result in the suspension or revocation of the use of the group camp.

725:30-12-4. Shelters

(a) Reservation and reservation priorities.

(1) Shelters reservations are accepted up to eleven months in advance. ~~shall be reserved on a year-to-day basis.~~

(2) Shelters not reserved or made unavailable maybe rented ~~Reservations shall be taken~~ on a first-come, first served basis.

(3) A reservation can be made by contacting the park unit in which the reservation is requested, or may be made on-line if available in the on-line reservation system.

(4) If accepted, a request for reservation deposit shall be mailed or presented to the person requesting a reservation. The deposit shall be equal to the fee charged for the entire shelter reservation period and shall be presented to the park unit within 14 days (excluding Sundays) from the date of the request for deposit ~~was mailed from the park unit~~ or the reservation shall be cancelled.

(5) Cancellation of the reservation shall be made at least thirty days ~~5 days~~ in advance of the occupancy date or the deposit shall be subject to forfeiture.

(6) In cases where the shelter is not reserved, it may be reserved up to 24 hours in advance by providing a deposit on a first-come, first served basis.

(7) A damage deposit may be required at the discretion of the park manager.

(8) The park manager may determine the length of the reservation so that successive reservations will result in the greatest occupancy of shelter use. Such determination shall be based upon the reservation type, size and activities.

(9) Persons may reserve a shelter for half (½) days which is fifty percent (50%) of the full daily rate.

(10) Picnic equipment and supplies may be left in the shelter overnight when shelter is rented for 2 or more days.

(b) Special considerations. Shelter rental discounts are available for volume campsite rental as follows:

(1) 10 campsites per day - 50% discount

(2) 20 campsites per day - 75% discount

(3) 30 or more campsites per day - 100% discount

(c) Prohibited activities. The following is prohibited:

(1) Using a shelter for purposes other than those approved by the park manager.

(2) The sale of merchandise, goods or services to anyone other than a member of the group.

(3) Violation of the terms and conditions as defined in this section is prohibited and may result in the suspension or revocation of use of the shelter.

725:30-12-5. Reserved/assigned and group camping

(a) Reservations and reservation priorities - reserved/assigned camping.

(1) Individual camping ~~Reservations are accepted up to eleven months in advance. shall be accepted on a year-to-day basis.~~

(2) Sites not reserved or made unavailable through the on-line reservation system may be rented ~~Reservations shall be taken~~ on a first-come, first-served basis.

(3) Sites shall be reserved by site type availability and ~~not~~ by site number, unless the park manager determines otherwise.

(4) A reservation can be made ~~by contacting the park unit in which the reservation is requested or~~ online via the Oklahoma State Parks Campground Reservation System.

(5) A non-refundable portal fee and reservation fee shall be assessed for each campsite reserved online or with the assistance of park office staff.

(6) Minimum Stay

(A) The minimum reservation shall be for 2 nights on weekends and 3 nights on holiday ~~weekends~~ periods during the season.

(B) At the discretion of the park manager, single night reservations may be accepted less than 30 days prior to arrival ~~providing ten percent (10%) of the park accommodations remain available for later requests including both Friday and Saturday nights.~~

(7) Deposits.

(A) Non-Holiday Weekend Periods deposits:

(i) A deposit equal to the first night's rental /or the entire stay is required for reservations on non-holiday weekends-at the discretion of the park manager.

(ii) The deposit is in addition to the non-refundable portal fee and reservation fee.

(iii) Deposits for online reservations must be made with a credit or debit card.

(iv) Deposits may be made by presenting cash, credit card, check or money order to the park unit. Reservations made with a cash, check or money order deposit are not confirmed until that deposit is received by the park unit.

(B) Holiday ~~Weekend~~ periods and special event deposits. Reservations for Memorial Day, 4th of July and Labor Day holiday ~~weekends~~ periods and special events must be secured with a deposit equal to the rental for the full stay.

(C) Other Deposits

(i) Other dates may require a deposit equal to the full length of stay.

(ii) Dates requiring a deposit equal to the full length of stay will vary from park to park.

(iii) All dates requiring a deposit equal to the full length of stay will be prominently displayed (on the Oklahoma State Parks ~~Campground~~ Reservations System homepage for each park.

(8) Confirmed Reservations

(A) A reservation is confirmed when the non-refundable portal fee, reservation fee and applicable deposit is paid.

(B) The customer will receive an e-mail confirmation upon receipt of payment.

(C) The reservation confirmation will provide the reservation confirmation number for each reservation and detailed reservation information that includes but is not limited to: customer name; customer e-mail address; name of the state park; arrival date; departure date; type of RV site reserved; and the total amount charged for each reservation.

(9) Reservation Cancellation

(A) The customer must cancel their reservation ten (10) business days or more prior to the scheduled arrival date to receive a refund of the deposit.

(B) The portal and reservation fees incurred at the time of the reservation are ~~is~~ not refundable.

(C) Reservations cancelled less than ten (10) business days prior to the scheduled arrival date will be subject to forfeiture of the deposit. The portal and reservation fees shall not be refunded.

(10) Reservation modification

(A) A reservation may be modified one (1) time after the reservation is completed and a confirmation number assigned without incurring additional portal or reservation fees.

(B) Reservation modifications that result in an upgrade to the campsite type may require an additional deposit before the modified reservation is confirmed.

(C) A second request to modify a reservation ~~will~~ may result in cancellation of that reservation and reservation cancellation rules will apply.

(11) Reservation Limitations - Number of Reservations

(A) The Oklahoma State Parks ~~Campground~~ Reservations System may establish a limit on the number of reservations per on-line session ~~provides for two separate reservations to be made in a single online session~~ (placed in the reservation cart).

(B) A separate portal fee and reservation fee is charged for each reservation session site reserved.

(12) Deposit requirements apply to each reservation.

(A) Late Arrivals. A confirmed reservation will be held until 10AM on the day following the schedule arrival.

(B) Early Departures. Departures after arrival to the park will be considered as a cancellation of the reservation by the guest resulting in the forfeiture of the portal and reservation fees and may also include forfeiture of the total rental fee for the dates associated with the reservation.

(13) Change of location after arrival

(A) If a customer chooses to move from the site assigned by the park unit or the site they selected to a first-come, first served site, the customer will forfeit the portal and reservation fee and may also forfeit the total rental fee for the reserved campsite.

(B) Fees forfeited by a customer initiated change of location request will not be applied to the fee that is associated with the customer's use of a first-come, first-served site.

(14) One tent may be established in the immediate area of a rented site and an added site fee may be imposed at the discretion of the park manager in accordance with 725:30-8-3(e)(3).

(15) The provisions in (a)(1) through (a)(13) of this subsection apply only to State Parks ~~offering~~ reserved camping.

(b) Reservation and reservation priorities - group camping.

(1) Reservations shall be accepted for groups when there will be five (5) or more sites occupied by the group for 2 or more consecutive nights or three (3) consecutive nights on holiday periods ~~weekends on a year-to-day basis~~. At the park manager's discretion, reservations for groups (5 or more sites) may be requested for dates not in excess of three years from the date of application.

(2) A reservation can be made by contacting the park unit in which the reservation is requested 75 days in advance of the date of arrival.

(3) Reservations shall be made by one (1) person representing the entire group. The group representative shall provide the park unit:

(A) The arrival and departure dates;

(B) The number of campsites which will be occupied by the group; and

(C) The number of members applicable to a discount as defined in 725:30-6-1.

(4) The provisions (1) through (3) of this subsection apply only to state Parks offering reserved group camping.

(5) Two methods of advance deposits are available for groups.

(A) A security bond deposit in the amount of \$200.00 allows groups to make unlimited campground reservations for up to three years in advance. The deposit shall be submitted to the headquarters of the Oklahoma Tourism and Recreation Department.

(i) Upon notice of a group reservation a reservation confirmation shall be sent to the group representative.

(ii) When the \$200.00 security bond deposit level is reduced by payment of charges ~~the terms set forth in (b) (6) of this section~~ the group representative shall reestablish the \$200.00 level within ten (10) days notice from the Department.

(iii) Notice of cancellation for the entire group shall be received by e-mail, mail or telephone from the group representative 10 days in advance of the occupancy date or the deposit amount will be deducted from the security bond deposit or the deposit will be forfeited for non-security bond deposits.

(B) Non-security bond deposits shall be ~~made~~ coordinated by the group representative 60 days in advance of arrival date in accordance with the following requirements ~~or the reservation will be cancelled:~~

(i) ~~The group representative shall coordinate with the park manager to secure the quantity of sites needed for the group occupancy dates. The amount of deposit shall be equal to the first night's rate multiplied by the number of reserved sites, except on weekends and holidays.~~

(ii) ~~Individual group members have a fixed time to make contact with the park manager and pay appropriate deposit for the site rented. The amount of the deposit shall be equal to the nightly rate for (2) nights multiplied by the number of sites on weekends during the season.~~

(iii) ~~Sites not secured by a deposit ten days in advance of the group occupancy date may be released by the manager. The amount of deposit shall be equal to the nightly rate for three (3) nights multiplied by the number of sites on holiday weekends during the season.~~

~~(iv) Upon receipt of deposit for non-security bond deposit a reservation confirmation shall be sent to the group representative.~~

~~(6) Notice of cancellation for the entire group shall be received by mail or telephone from the group representative 10 days in advance of the occupancy date or the deposit amount will be deducted from the security bond deposit or the deposit will be forfeited for non-security bond deposits.~~

~~(7) Upon arrival at the reserved/assigned campground the representative or designee shall provide payment for the balance of the reservation period and verification for senior citizen and totally disabled person discounts for the entire group.~~

~~(8) (6)~~ Visitation and reservation circumstances shall dictate consecutive site allocation for groups.

(c) Reservation and reservation priorities - rallies and large groups.

(1) Reservations shall be accepted outside of campgrounds for groups in excess of 20 recreational vehicle units where park facilities can accommodate the size of the group ~~on a year-to-day basis.~~

(2) A reservation can be made by contacting the park unit in which the reservation is requested 75 days in advance of the date of arrival.

(3) Reservations shall be made by one (1) person representing the entire group. The group representative shall provide the park unit:

(A) The arrival and departure dates;

(B) The number of campsites which will be occupied by the group; and

(C) The number of members applicable to a discount as defined in 725:30-6-1.

(4) A deposit shall be required in accordance with the terms set forth in ~~(b)~~ (B) (5) of this section.

(5) Notice of cancellation for the entire group shall be received by e-mail, mail or telephone from the group representative ~~30~~ ten days in advance of the occupancy date or the deposit amount will be deducted from the security bond deposit or the deposit will be forfeited for non-security bond deposits.

(6) A permit requiring liability insurance may be require contingent upon activities conducted by the group in accordance with the rules set forth in subchapter 16 of this chapter.

(7) Upon arrival the group representative or designee shall provide payment for the balance of the reservation period for the entire group.

(d) Transferring of reservations. The transferring of campsite reservations is prohibited.

725:30-12-6. Amphitheaters, community buildings ~~and~~ meeting rooms ~~and Lake Eucha State Park~~

(a) Reservation and reservation priorities.

(1) Facilities defined in this section ~~shall~~ may be reserved, if available through on-line reservations, up to eleven months in advance. ~~on a year-to-day basis.~~

(2) Group reservations with overnight accommodations may be accepted more than one year in advance of requested dates with approval from manager or Director of State Parks, if there is reason to believe that it would benefit the facility's financial condition, and may include other structures noted in this section.. ~~Reservations shall be taken on a first-come, first-served basis.~~

(3) A group reservation can be made by contacting the park unit in which the reservation is requested.

(4) If the reservation application is accepted, a request for reservation deposit shall be e-mailed, mailed or presented to the person requesting a reservation. The deposit shall be half of the total fee for the facility reserved and presented to the park unit within 14 days (excluding Sundays) from the date of the request for deposit ~~was mailed from the park unit~~ or the reservation shall be cancelled.

(5) Cancellation of the reservation shall be made at least thirty days ~~five (5) days~~ in advance of the occupancy date or the deposit shall be subject to forfeiture.

(6) Fee balance is payable upon receipt of the facility and shall not be prorated.

(7) A damage and or cleaning deposit may be required at the discretion of the park manager.

(8) The park manager may determine the length of the reservation so that successive reservations will result in the greatest occupancy of facility use.

(b) Special consideration for amphitheaters.

(1) Utilization of amphitheaters is under the control of the park manager at the designated park or lodge unit.

(2) There shall be an additional charge for use of lighting and sound equipment which will be operated by park officials.

(c) Special considerations for visitor center meeting rooms. Groups using visitor center meeting rooms, which do not meet the requirements of free usage in accordance with 725:30-12-2(c), shall pay the set fee.

~~(d) Special consideration for Lake Eucha State Park. Groups using the pool shall be responsible for pool safety, provide their own lifeguard(s) and comply with any other safety standards or rules which are set forth in the rental agreement.~~

~~(e)~~ (d) Prohibited activities. The following is prohibited:

(1) Using these facilities for purposes other than those approved by the park manager.

(2) The sale of merchandise, goods or services to anyone other than a member of the group.

(3) Violation of the terms and conditions as defined in this section is prohibited and may result in the suspension or revocation of use of these facilities.

SUBCHAPTER 20. VOLUNTEERS

25:30-20-9 Termination of Volunteer Contract

- (a) Department reserves the right to terminate volunteer contract at any time with or without cause.
- (b) Any Volunteer Contract terminated by the Department prior to expiration shall be approved by both the facility manager and the Director of the Division of State Parks.
- (c) Early termination of the volunteer contract must be done in writing.
- (d) Once the contract is terminated, volunteer has 48 hours to vacate the site.
 - (1) Failure to vacate the site or occupancy of another site is subject to regular rate charges for occupancy.
 - (2) Occupancy of site by a volunteer whose contract has been terminated early must be paid for in advance.
 - (3) Failure to vacate the volunteer site or failure to pay the regular rate may result in removal of person and or property from the park as provided by law. Any cost resulting in the removal or storage of removed property shall be born solely by the owner of the property.

SUBCHAPTER 22. CONCESSION LEASES AND COMMERCIAL USE

725:30-22-6. Commercial use, Concessions and permits

- (a) Pursuant to state law, the Commission may grant and impose charges for permits and for all commercial uses or purposes to which any of the properties of the Commission or any structures or buildings located on property of the Commission may be used. Examples of commercial uses include, but are not limited to, events and fishing tournaments.
- (b) An application for commercial use shall be submitted to the park manager and shall be reviewed by Department staff pursuant to the general requirements contained in 725:30-16-1.
- (c) Permits for concession ~~commercial~~ use of Department properties shall be allowed on a short-term basis. A permit for a concession ~~commercial use~~ may be issued for a period of thirty (30) days with no more than four (4) consecutive use permits being issued in succession for the same concession ~~commercial use~~. Concessions are grants from the Department for a desired service such as, but not limited to, a food truck, kayak rentals or other services or activities.
- (d) Charges for concession permits ~~for commercial use~~ shall be based on the average commission paid by existing concession leases within state parks, that provide similar ~~commercial~~ uses. If no comparable concession leases exist within state parks then comparable charges for similar commercial uses within the region and the state will be sought to establish the charges for the permit.
- (e) The terms contained in the permit document shall guide the operation and oversight of this short-term concession activity. ~~commercial use.~~

SUBCHAPTER 29. LODGE OPERATIONS

725:30-29-2. Definitions

The following words or terms, when used in this Subchapter, shall have the following meaning unless the context clearly indicates otherwise:

"Benchmarks" means standards of satisfactory performance.

"Commodities" means foods, beverages, gift shop merchandise, and other items bought and resold.

"Deposit" means a charge equal to the first night's rate to be applied to the last night of the reservation. A deposit may be in the form of cash, check or properly authorized and processed credit card.

"Function" means a banquet, a meeting space use, a golf tournament or other similar use.

"Group with overnight accommodations" means a block of 20 accommodations or 30% of total accommodations; or for smaller properties 10 accommodations or 15% of total accommodations with a scheduled function.

"Improved financial condition" means the financial results of an activity, a change in rates or fees, or any other event that increases revenues or reduces expenditures, the net result of which improves the financial condition of the Division or facility State in the current or succeeding fiscal years.

"Lodge division revenues" means the gross revenues from all sales of products and services of all Lodge operations combined.

"New accommodation" means a lodging or use types that may arise in addition to those currently covered in Division of State Parks rules. New accommodations may be treated as an existing accommodation category such as cabins, shelters, group camps, lodges or other accommodations as determined by the Director of State Parks.

"Reservation Fee" means a non-refundable fee charged to a customer for making a reservation using the Oklahoma State Parks Reservation website.

"Services" means, but are not limited to, waiting on restaurant and banquet customers, baggage handling, setting-up and cleaning-up after banquet functions, and catering of meals.

725:30-29-4. Accepting reservation requests

The Division of State Parks will accept requests and make reservations at state lodges as follows:

(a)(1) Individual reservations shall be accepted up to eleven months in advance. When request for a reservation is made by an individual, a deposit is required before a reservation can be confirmed.

(b)(2) Group reservations with overnight accommodations may be accepted more than one year in advance of requested date with approval from the Manager or the Director of State Parks if there is reason to believe that it would result in an improved financial condition.

(2) (c) When a block of several rooms is requested for a group, a group reservation agreement shall be signed by an authorized person representing the group may be substituted in place of a deposit in order to confirm the reservations.

(3) (d) When a deposit is not received or a contract is not returned in accordance with procedures established, the reservation may be cancelled without further notice and the accommodations may be made available to other customers.

(4) (e) When market demand exists and there is reason to believe improved financial condition will result, reservations may be restricted to those of two (2) days or more.

(5) (f) Group R reservations for meeting room space may be accepted without reserving overnight accommodations. However, these reservations will not be confirmed or guaranteed no more than sixty (60) days in advance of the requested date without specific approval from the manager or the Director of State Parks or Executive Director. Acceptance of such reservations

may be declined if there is reason to believe that the department's financial condition may be adversely affected.

725:30-29-5. Setting rates for guest rooms, meeting rooms and other public space

(a) The Executive Director and the Director of State Parks shall periodically approve and appropriately publish rates and fees for rental of guest rooms, meeting rooms, banquet rooms, and other public space rendered by the Division of State Parks to the general public.

(b) Such rates and fees will be based on the following considerations:

(1) The amount determined that will result in improved financial condition for the Division of State Parks, and

(2) The rates and fees for similar services then prevailing in the State of Oklahoma.

(c) The Division of State Parks will maintain printed rate sheets to be made available upon request. Requests may be made ~~as follows:~~ to the Park facility or to the Oklahoma Tourism and Recreation Department at its Oklahoma City headquarters.

~~(1) Telephone requests may be made by calling 405.230.8300.~~

~~(2) Written requests may be mailed to Division of State Parks, 120 N. Robinson, Suite 600, Oklahoma City, Oklahoma 73102.~~

725:30-29-6. Special rates and promotional discounts

(a) Individuals sixty-two (62) years or older (and their spouse if using it together) may be offered a special rate for a guest room or cottage providing they identify themselves as senior citizens and the request is made prior to use. This special rate may be restricted during periods of heavy demand.

(b) Individuals who have been certified as totally disabled under state or federal law, ~~will~~ may be offered a special rate providing request is made prior to use of the guest room or cottage. This special rate may be restricted during periods of heavy demand.

(c) Guest rooms, cottages, banquet space and/or meeting space may be made complimentary or a discount may be offered when it is determined by the Director of State Parks or Lodge Manager that such action is in tandem with the marketing program and likely to result in improved financial condition for the Lodge System.

(d) Special rates for groups will be established in conjunction with the establishment of individual rates. Group rates or any promotional discount afforded them will apply only when a Group Reservation Agreement is fully executed and will be limited to the provisions and terms stated therein. This special rate may be restricted during periods of heavy demand.

~~725:30-29-15. Guidelines on smoking in state lodges-~~

~~(a) Guidelines regarding smoking at State Lodges will be established in accordance with the Smoking in Public Places Act [63:1-1521 et seq.].~~

~~(b) Areas will be designated "smoking" and "no smoking" and appropriately posted as such.~~

~~(c) Lodges will attempt to provide "no smoking" sleeping accommodations to guests upon request.~~