



Department of  
**Environment &  
Conservation**



**TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION  
TENNESSEE STATE PARKS**

**COMMERCIAL USE AUTHORIZATION APPLICATION INSTRUCTIONS**  
ATTACHMENT C: FEE SCHEDULE AND PAYMENT REPORTING INFORMATION

**Application Fee:** The application fee is \$300 for the first park. A \$50 fee is applied to each subsequent park selected. The application fee is due after the application has been approved. The application fee covers the administrative costs of processing the application. This fee is nonrefundable but will be applied as a credit toward the holder's market fee.

**Market Fee:** The market fee rate for a commercial use authorization (CUA) is 3% of the gross receipts derived from commercial park activities. However, the Department may approve an alternative fee arrangement if it is in the Department's best interests to do so.

**Payments and Reports:** Within 60 days after (i) each anniversary of the issuance of a CUA and (ii) the expiration date of a CUA, the holder must file proof of all gross revenues from commercial park activities under the CUA and pay all market fees owed. Such statement of gross revenue must be broken down by commercial park activity(ies) and park(s).

**Application Fee Credit:** In calculating the market fees owed, the holder shall be given a single credit equal to the amount of the application fee paid for the CUA. However, no part of the application fee shall be refunded even if gross revenues do not result in market fees greater than the application fee. A credit for an application fee shall not be carried over to any future CUA or applied to any CUA other than the one for which it was paid. No credit shall be given for any other fee.

**Payment Methods:** The application fee is due after an application has been approved and prior to the Department issuing the CUA. The market fee can be paid by contacting [TSP.Commercial.Use@tn.gov](mailto:TSP.Commercial.Use@tn.gov).