DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS
441 G STREET NW
WASHINGTON, D.C. 20314-1000

CECW-CO

24 AUG 2004

MEMORANDUM FOR COMMANDERS, MAJOR SUBORDINATE COMMANDS
CHIEFS, OPERATIONS DIVISIONS

SUBJECT: Fee-Free Coupon for 2004 National Public Lands Day Volunteers

1. Five Federal land management agencies have decided to thank their National Public Lands Day (NPLD) volunteers by issuing them a "fee free" coupon that can be used during the year in place of use fees for one day. The U.S. Army Corps of Engineers will participate in this coupon initiative in partnership with our sister agencies.

2. Accordingly, all volunteers who participate in one of our NPLD activities will be issued a "fee free" coupon. Procedures concerning the coupon are enclosed. The coupon will be valid until 24 September 2005 and may be used for one day of entrance or day use fees at any participating Federal agency park, forest, or recreation area that charge either of these types of fees. Fees for camping and camping-related services will not be waived. Neither will fees for specialized facilities, such as picnic shelters, be waived.

3. This coupon will be honored at all Corps projects regardless of whether there was a NPLD event held at that project during the year or not.

4. My point of contact for the NPLD is Ms. Debra Stokes, (202) 761-1736 and for the recreation use fee program, Ms. Judy Rice, (202) 761-5541.

FOR THE COMMANDER:

Encls

DON T. RILEY
Brigadier General, US Army
Director of Civil Works

CECW-CO
SUBJECT: Fee-Free Coupon for 2004 National Public Lands Day Volunteers

DISTRIBUTION:

COMMANDER, GREAT LAKES & OHIO RIVERS DIVISION, ATTN: CELRD-ET-CO-R
COMMANDER, MISSISSIPPI VALLEY DIVISION, ATTN: CEMVD-PD-KM
COMMANDER, NORTH ATLANTIC DIVISION, ATTN: CENAD-ET-O
COMMANDER, NORTHWESTERN DIVISION, ATTN: CENWD-CM-O
COMMANDER, PACIFIC OCEAN DIVISION, ATTN: CEPOD-ET-C
COMMANDER, SOUTH ATLANTIC DIVISION, ATTN: CESAD-CM-OC
COMMANDER, SOUTH PACIFIC DIVISION, ATTN: CESPD-CM-O
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COMMANDER, NEW ENGLAND DISTRICT, ATTN: CENAE-CO-TM
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COMMANDER, NORFOLK DISTRICT, ATTN: CENAO-TS-O
COMMANDER, NWD – OMAHA OFFICE, ATTN: CENWD-CM-O - OMAHA
COMMANDER, OMAHA DISTRICT, ATTN: CENWO-OD-TN
COMMANDER, PHILADELPHIA DISTRICT, ATTN: CENAP-OP
COMMANDER, PITTSBURGH DISTRICT, ATTN: CELRP-OR-TR
COMMANDER, PORTLAND DISTRICT, ATTN: CENWP-CO-SR
COMMANDER, ROCK ISLAND DISTRICT, ATTN: CEMVR-OD-T
COMMANDER, SACRAMENTO DISTRICT, ATTN: CESPK-CO-O
COMMANDER, SAN FRANCISCO DISTRICT, ATTN: CESPN-CO-O
COMMANDER, SAVANNAH DISTRICT, ATTN: CESAS-OP-SR
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COMMANDER, ST. PAUL DISTRICT, ATTN: CEMVP-CO-OP
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COMMANDER, VICKSBURG DISTRICT, ATTN: CEMVK-OD
COMMANDER, WALLA WALLA DISTRICT, ATTN: CENWW-OD-TN
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COMMANDER, ENGINEER RESEARCH AND DEV. CENTER, ATTN: CEWES-EE-R

2004 National Public Lands Day "Fee Free" Coupon Guidelines

1. The coupon:

a. Robb Hampton of NEETF sent out an email dated 13 August 2004 requesting each project POC that has registered at the NPLD website to review registration numbers and update, if necessary. Send your update to monika@neetf.org NLT 20 August 2004. If they do not hear from a project, they will use the number estimated in the registration form.

b. Will be mailed to each project in early September from the Bureau of Land Management Printed Materials Center in Denver, Colorado.

c. Are uniquely numbered.

d. Non-transferable. Each volunteer will print their name on the front side of the coupon at the time it is issued to them.

e. Valid for entrance fees or day use fees only. (Although the Corps does not charge entrance fees, the other Federal agencies do.)

f. Will admit the person whose name appears on the front and any accompanying passengers in a private vehicle.

(1) A private vehicle is defined as any noncommercial vehicle that is being used for private recreation purposes.

g. In those areas where a per person fee is charged, the coupon admits the person whose signature appears on the front and his or her spouse, parents, and children.

h. Not valid for other use fees, such as parking, camping, tours, and concessions. It may not be used toward the purchase of an annual pass or Golden Age Pass.

i. Redeemable for one fee free day at an area managed by:

(1) U.S. Army Corps of Engineers,
(2) U.S. Fish and Wildlife,
(3) U.S. Forest Service,
(4) Bureau of Land Management,
(5) National Park Service.

j. A coupon received by participating at a Corps event can be redeemed at any of the five participating Federal agency areas. The Corps will honor coupons volunteers receive from one of the five other agencies. All participating agencies have agreed to honor coupons issued by any other participating agency.

k. Participating Federal agencies are not responsible for misplaced, lost, or stolen coupons.

2. The NPLD POC at the project will be responsible for:

a. Issuing the coupons to each volunteer after participating in a NPLD activity.

b. Having each volunteer print their name on the front side of the coupon at the time it is issued to them.

c. Keeping a simple record of how many coupons were issued; i.e., numbers 00050 - 00124 were issued. Personal information about the volunteers, e.g. name, address, etc, will not be collected or maintained.

d. Destroying all coupons not issued and documenting the fact with a MFR.

e. Ensuring that both project staff and volunteers understand how to use the coupon.

3. How the coupon will be accounted for at the project:

a. This coupon will be honored at all Corps projects regardless of whether there was a NPLD event held at that project during the year or not.

b. In areas using Park Office, walk the customer in under the appropriate day use POS item and change the fees to $0. In the REMARKS box at the bottom of the screen enter, "NPLD Fee free coupon" as reason for the waiver.

c. In honor vault areas, the visitor will complete the information on the outside of the day use fee envelope (ENG 4839A) and place the coupon in the envelope instead of money.

d. The number of the coupon will be recorded on the form provided so the success of this program can be determined. There will be a call for this record to be sent to HQUSACE in October 2005.

e. Redeemed coupons will be destroyed once they have been recorded

FINAL

NPLD/TPIA "Fee Free" Coupon, 8/4/04

FRONT

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TAKE PRIDE® IN AMERICA

It's Your Land, Lend A Hand

Thank you for volunteering on National Public Lands Day to conserve America's natural and cultural treasures. As a token of our appreciation, this entitles _____ to one "Fee Free" day* on your participating public lands.

NATIONAL PUBLIC LANDS DAY

in cooperation with:
Department of Agriculture
Department of the Army
Department of the Interior

This coupon expires
National Public Lands Day,
September 24, 2005

Date Used:_____

This coupon is bill size to conveniently fit in one's wallet.

BACK

Participating Federal Agencies

US Army Corps of Engineers®

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The counterfeiting, alteration, or misuse of this pass is a violation of 18 U.S.C. 499.

Printing made possible through a generous donation from Toyota.

Final

NPLD/TPIA "Fee Free" Coupon, 8/4/04

Front

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VOID

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Department of the Army
Department of the Interior

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National Public Lands Day,
September 24, 2005

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