

EVENT PLANNING GUIDE

DAVID CROCKETT STATE PARK

SPRING 2025 - SPRING 2026



TENNESSEE
State Parks

EVENT PROCEDURES AND INFORMATION

MENUS

Catering menus, room arrangements, and other details pertinent to your event should be submitted to your catering manager at least four weeks prior to your function date.

Due to ordering lead times, menus received less than thirty days prior to the function are subject to change, at the discretion of the kitchen staff. Minor changes can still be made inside of thirty days. Guests will have a choice of 1 protein per person.

Your Sales and Event Coordinator will send you the Catering Planning Guide a couple months prior to your function start date.

GUARANTEES AND MEETING SPACE

In arranging for private functions, final guarantees for menu and alcohol must be given to David Crockett 14 days prior to the function. Alcohol and certain specialty items cannot be canceled after this date; other menu items may be reduced or changed based on availability no later than two weeks prior to the event.

The number of people you anticipate assigns banquet and meeting rooms. If the attendance increases or decreases, David Crockett reserves the right to change groups, without notification, to a room suitable for the expected attendance or guarantees. The customer agrees to begin the function promptly at the scheduled time and agrees to have all guests, invitees, and other persons vacate the designated function area at the agreed upon closing time.

Please be aware, if your signed contract, BEO and event diagram are not returned to the Lodge within the specified time and date, the Lodge reserves the right to accept another event on that date.

FINANCIAL ARRANGEMENTS

A deposit is required for all functions and is due at the time of signed contract, unless other arrangements have been made with your sales representative.

In some instances, direct billing can be approved through our General Manager. All direct billing requests must be in our office 15 days prior to the event for processing and approval.

SERVICE CHARGE AND TAX

Normal staffing guidelines will be used for your event. In the case of special requests, additional carvers, attendants, servers or other personnel, a nominal fee may be charged.

There is an 18 percent service charge applicable to all catering fees. Sales taxes of 9.75 percent will be added to the total of the bill, with an additional 15 percent liquor by the drink tax on all wine, liquor and champagne. Prices do not include tax or service charges.

FOOD SERVICE

David Crockett is responsible for the quality and freshness of food served to its guests. Due to current health regulations, food may not be brought into the conference and meeting facilities, and food may not be taken off the premises after it has been prepared and served. Standard food banquet service times are 1.5 – 2 hours maximum.

SERVICES AND LIABILITY

Our sales representatives will be happy to coordinate services such as audio-visual, banquet, conference and meeting setups. There is an additional charge to provide linens in requested colors. Any changes after initial setup of room will result in a \$275 reset fee. There may be additional charges for specialty items not supplied by the lodge.

All decorations, displays and exhibits brought to the lodge must be approved prior to arrival. They must conform to state code, fire regulations and Tennessee State Park Policy. In order to prevent damage to fixtures and furnishings, items cannot be attached to walls, ceilings and fixtures with nails, staples or any other substance. Delivery and storage of materials must not be received more than the day prior to the group's function.

David Crockett will **not** assume responsibility for damage to or loss of items left in the conference and meeting rooms. Liability for damages will be charged accordingly.

THE RESTAURANT AT
DAVID CROCKETT
STATE PARK
TENNESSEE

1400 WEST GAINES
LAWRENCEBURG, TN 38464
931-903-2323
TNSTATEPARKS.COM



DAVID CROCKETT STATE PARK MEETING AND FLOOR PLAN

POLITICIAN'S PARLOR

Upstairs Private Dining Room seats approx 30 people
 Monday - Thursday Rental **\$125**
 Friday - Sunday Rental **\$250**

CROCKETT HALL

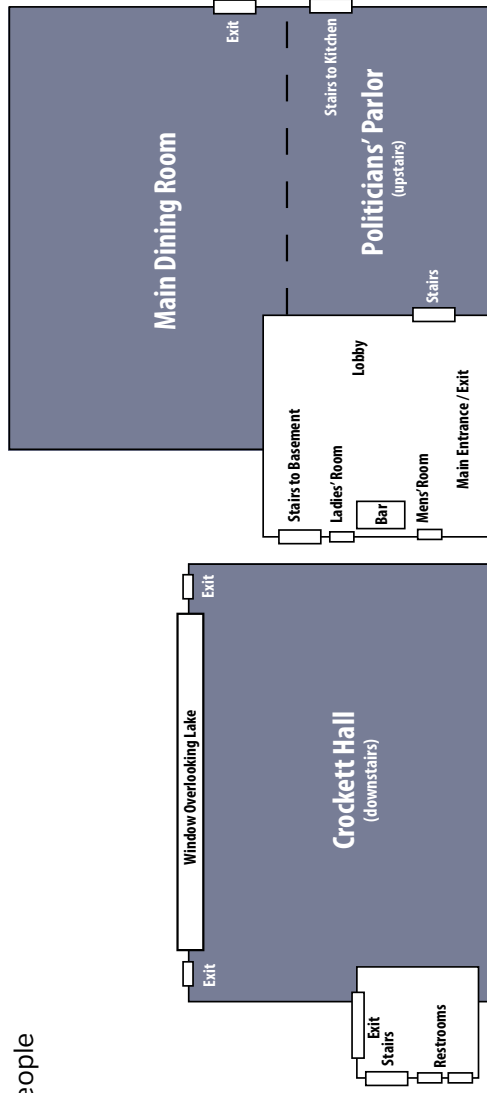
Downstairs Dining Room seats approximately 100-125 people
 Monday - Thursday Rental **\$300**
 Friday - Sunday Rental **\$500**

MAIN DINING ROOM

Only available while we are closed to the public
 Rental **\$375**

PATIO

Seats approximately 20 people
 Rental **\$125**



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SEATING CHART

MEETING ROOM SETUP STYLES

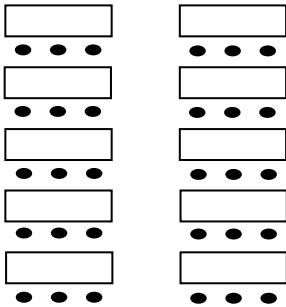
Included in rental fee:

- Custom setup
- Water station
- Clean up

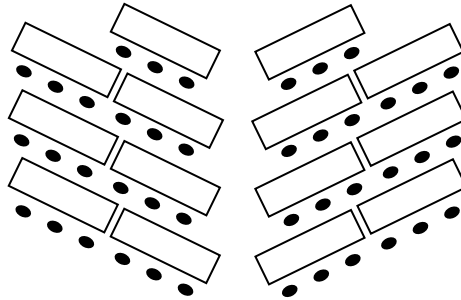
Please note: If custom setup is changed to a different setup within a 12 hour period, a **\$275** reset fee [per room] will apply.

No outside food, beverages or snacks are allowed in the meeting spaces.

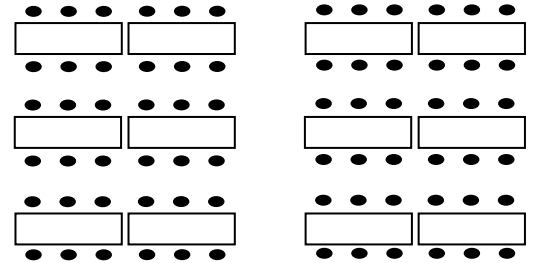
Classroom



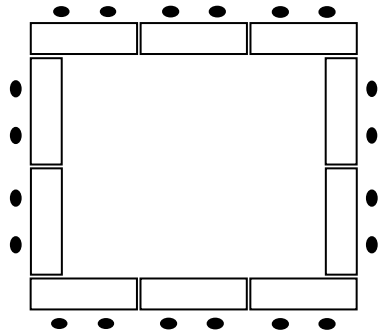
Angled Classroom



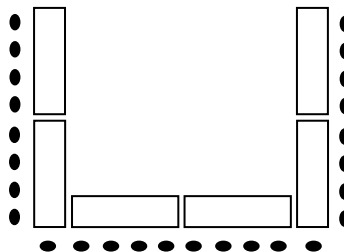
Banquet



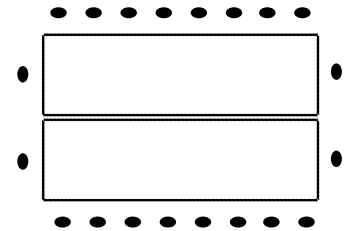
Closed Square



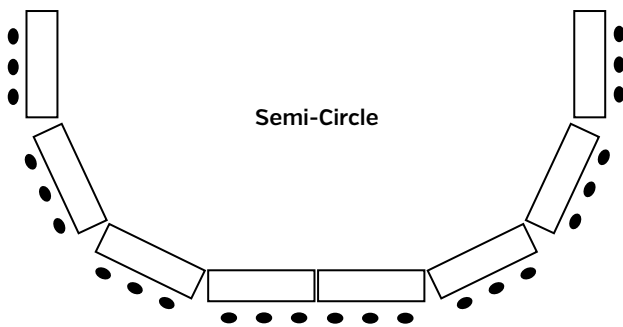
U Shape



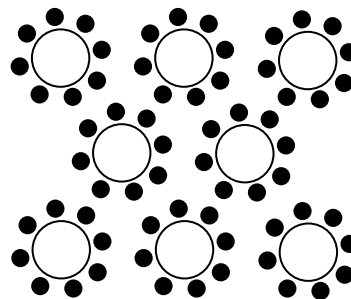
Conference



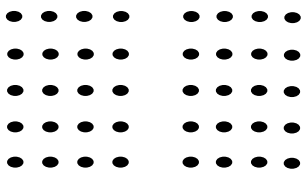
Semi-Circle



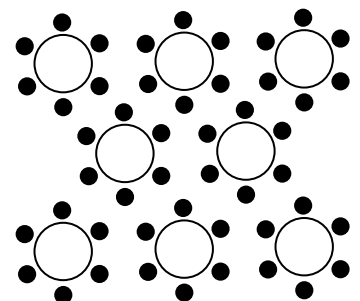
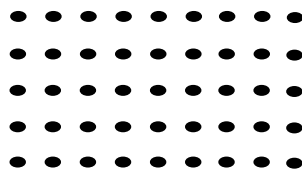
Rounds of 6 or 8



Ceremony



Theater



AUDIO / VISUAL SUPPORT EQUIPMENT

David Crockett offers a range of audio/visual equipment to enhance your meeting or event. Please make your selections and advise the Banquet Coordinator of your needs. Specified equipment will be included in your contract and billed to you. No outside A/V allowed.

INDIVIDUAL RENTAL OPTIONS:

ALL PRICES ARE PER DAY.

- | | |
|---|--------------|
| • Portable Projection Screen | \$45 |
| • Bluetooth Projector | \$90 |
| • Standard Projector | \$90 |
| • Bluetooth Speaker Box with Microphone | \$45 |
| • Smart TV with Mobile Stand | \$125 |
| • Extension Chord or Power Strip | \$20 |

Equipment rental is subject to availability. The Lodge does not provide adapters from user's device to the house ports.

USEFUL PARK INFORMATION

OVERNIGHT ACCOMMODATIONS

CABINS

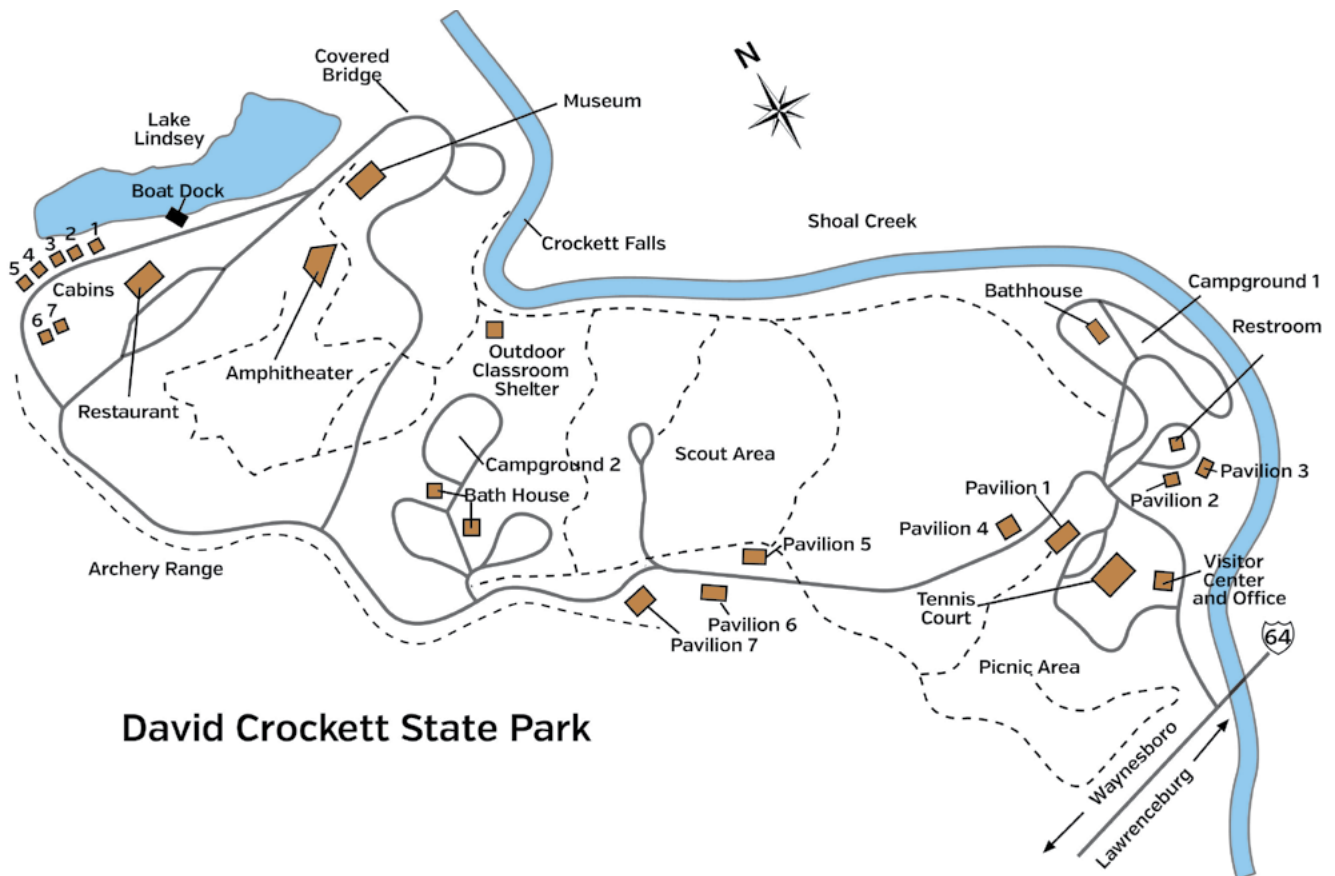
- David Crockett has seven spacious cabins near beautiful Lake Lindsey. Available year-round, each modern cabin is completely furnished with two bedrooms, two baths, a full kitchen, and a large living room with a gas fireplace.
- All cabins have private covered patios with charcoal grills
- Cabins have two bedrooms and two full bathrooms which sleep up to eight guests
- There is one pet-friendly cabin and one fully accessible cabin

PAVILIONS

- The park offers seven rentable pavilions of varying sizes for outdoor events
- All pavilions have a picnic table, and many have a grill and access to restrooms
- Depending upon the pavilion, access to trails, a playground, tennis courts or a ball field are nearby

PARK ACTIVITIES

- There are 10 miles of natural and paved hiking trails ranging from easy to moderate. The trails offer scenic vistas of Shoal Creek and Crockett Falls, limestone bluffs, abundant wildlife, and a serene forest
- A three-mile paved bicycle trail winds through the woods. [Hiking and bike trail maps can be picked up at the park office.]
- Kayak, canoe, paddleboard and pedalboat rentals are available
- Lake Lindsey [35 acres] is known for catches of bass, crappie, bluegill, and catfish. Rowboats are available to rent year-round.
- Group park ranger programming is available



David Crockett State Park