TO: Delaware Volunteer Firefighters Association (DVFA) and Volunteer Fire Companies

FROM: DNREC/Division of Parks and Recreation

DATE: November 19, 2025

SUBJECT: 2026 Annual Pass and Surf Fishing Permit Program Updates for Volunteer Firefighters,

EMTs, and Life Members

Program Overview

Beginning with the 2026 annual pass and surf fishing permit season, the Division of Parks and Recreation ("Division") is implementing a **streamlined process** for eligible firefighters, EMTs, and life members ("Members"). To simplify participation and reduce paperwork, Members will now receive a **unique promotional code** to redeem their free or discounted annual pass or surf fishing permit **online** or at any **park office**.

 Online orders will be shipped directly to Members' homes (shipping fees apply) within a few weeks of purchase.

Program Process

The Delaware Volunteer Firefighters Association ("DVFA") will **continue coordinating** with volunteer fire companies to **verify eligible Members**. Fire company presidents will provide approved Member lists to the DVFA, who will then forward the final verified list to the Division for processing.

Each submission must include the following information (no different than the 2025 application form):

- Member first and last name (as it appears on their driver's license includes Sr./Jr., any suffix, etc.)
- Status (Firefighter, EMT, or Life Member)
- Phone number and email
- Mailing address
- Vehicle registration information
- Fire company name
- Request type (Annual Pass or Surf Fishing Permit)
- Date approved by DVFA

A **standard Microsoft Excel spreadsheet**, provided by the Division to the DVFA, will serve as the official format for all submissions (space for information above will be on the sheet for ease of input). Once verified, the Division will mail each approved Member a **promotional code** for redemption to their home address.

Highlights of the Program (same as current requirements, just updating the submission method)

• Eligibility:

- A **Delaware resident** who is an active volunteer firefighter, an active volunteer EMT, or a life member of a Delaware volunteer fire department is entitled annually to receive, without charge, **either** a surf fishing vehicle permit **or** an annual park pass.
- A qualifying non-resident volunteer is entitled to receive one permit annually at the
 Delaware resident rate.

Definitions:

- Active Delaware volunteer firefighter: A member of a Delaware volunteer fire department who responds to at least 20% of the department's annual alarms or crew calls as a nonpaid firefighter.
- Active volunteer EMT: A member of a Delaware volunteer fire department or ambulance company who responds to at least 20% of annual emergency medical service calls as a nonpaid EMT, EMT-C, or EMT-P (as defined in Title 16, §9701).
- Life member: A member who has been awarded life membership status by a Delaware volunteer fire department.

Permit Issuance:

Only **one per year** (either surf fishing vehicle permit or annual park pass) may be issued to a vehicle registered to the qualifying Member.

Promotional Code Use:

- Codes are single-use, nontransferable, and traceable.
- Lost or shared codes will not be reissued.
- Members should treat codes as cash equivalents.
- Questions regarding promotional code use may be directed to Parks_OBS@delaware.gov.

Thank you to the DVFA and all Delaware volunteer fire companies for their continued partnership in supporting this program and the dedicated service of Delaware's volunteer first responders!

Promotional Code Use Instructions are on the following page.

Promotional Code Use Instructions – Two (2) ways to receive your surf fishing vehicle permit or annual pass, online or in person at a park office – see below:

DE – Purchasing Surf Permits or Annual Passes with Fire Fighter Promo Code (ONLINE PURCHASES)

Step 1

In your web browser (preferably, Chrome), go to https://delawarestateparks.reserveamerica.com/

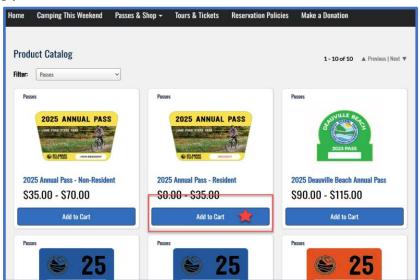
Step 2

▲ Hover over the "Passes & Shop" drop down menu at the top of the page & click "Passes".

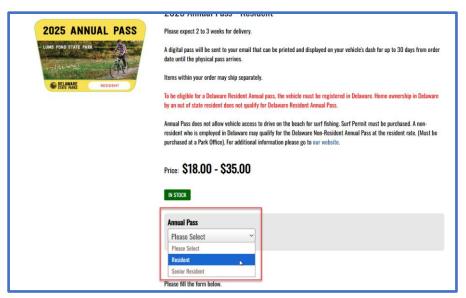


Step 3

▲ From the Product Catalog page, locate the pass product you wish to purchase & click the blue, "Add to Cart" button. Note — your promotion code is based on your DVFA request — if you requested an annual pass, the promotion code will only work for an annual pass, not a surf fishing permit.



On the next page you will need to select from the drop-down which <u>version</u> of the pass you will purchase.

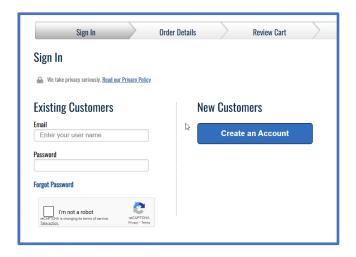


- ▲ There will then be additional required fields to complete, these will be marked with a red asterisk
- After the last required field, you will see a box marked "Promo code" this is where you will need to enter your unique purchase code provided to you.
 - When entering your code, type it directly into the field.
 - DO NOT Copy & Paste it leads to extra spaces which will result in an error in processing.
- Click the blue, "Add to Cart" button, when all required fields & Promo Code have been entered.



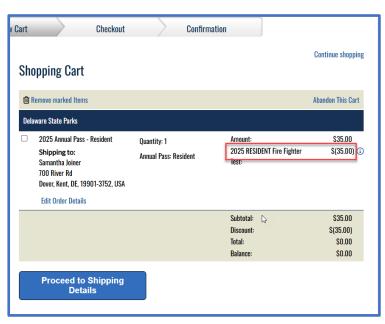
Step 4

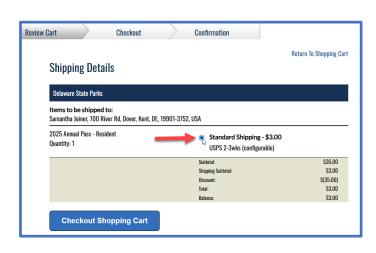
You will be required to sign-in or create an account to complete your pass purchase. If you already have any account and have not signed-in prior to clicking "Add to Cart", you will now be prompted to sign-in. If you do not have an account, you will need to do so at this point by clicking the blue, Create an Account" button.



Step 5

- At the Shopping Cart screen you will see your discount applied.
- △ Click the blue, "Proceed to Shipping Details" button.
- Click the button next to the Standard Shipping rate to select it. Your screen will refresh to show the amount due. Shipping fees are required to pay for the pass to be shipped.
- Click the blue, "Checkout Shopping Cart" button to move on to payment details.





Step 6

- Fill in all the details necessary for payment, check mark the "Acknowledgement Statement" and click the blue, "Complete this Purchase".
- The page will refresh showing your order number and you will also receive confirmation via email.
- ▲ Your annual pass or surf fishing permit order will be shipped within 2-3 weeks, often it's much sooner.

Step 7

- A Receive your annual pass or surf fishing permit and apply as directed. **Enjoy your time in Delaware State Parks!**
- If your promotion code is not working (if it has already been used or there is a possible error), contact the Division of Parks and Recreation Central Office via email at Parks OBS@delaware.gov. Your request will be handled quickly.
 - If your code has already been redeemed, you will be notified, and it cannot be replaced. The Division will notify the DVFA of promotion code redemption attempts by a Member where the promotion code was utilized for another person (that information will be provided to the DVFA).
 - Once the one-time promotion code is used, it is no longer available, and another will not be issued. Protect your codes like you protect cash – and no different than if you "lost" your annual pass.
 - If your code has had an error issue (which the Central Office will be able to determine), a new code may be issued – or your order will be processed and mailed directly to you.

Note: the online process is the **same for any public sale for customers** except for adding the promotional code that will **credit the surf fishing vehicle permit or annual pass** on the order accordingly. **Shipping fees shall apply.**

DE – Purchasing Surf Permits or Annual Passes with Fire Fighter Promo Code (ON-SITE PURCHASES)

Step 1

Go to a park office with your promo-code letter (park hours are available on our website at https://www.destateparks.com/. Note – Sales Agents (i.e., Cabelas, Carlisle's Marine, Dover Air Force Base, and the Bethany Fenwick Chamber of Commerce) are not authorized to fill these orders.

Step 2

Tell the park staff if you would like an annual pass or a surf fishing permit. Provide your promocode letter, contact information, vehicle registration, and driver's license to park staff for processing.

Step 3

- Receive your annual pass or surf fishing permit and apply as directed. Enjoy your time in Delaware State Parks!
- ▲ If your promotion code is not working (if it has already been used or there is a possible error), contact the Division of Parks and Recreation Central Office via email at Parks_OBS@delaware.gov. The park office will not be able to resolve this, and you must contact the Central Office. Your request will be handled quickly.
 - If your code has already been redeemed, you will be notified, and it cannot be replaced. The Division will notify the DVFA of promotion code redemption attempts by a Member where the promotion code was utilized for another person (that information will be provided to the DVFA).
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