The service awards program for printing employees' certificates is provided to all agencies upon request. Please contact the Department of Human Resources, Employee Relations Division to obtain the program along with detailed instructions for downloading and using the program. You may order the certificate paper for creating all service award certificates through the Department of General Services' Warehousing and Distribution Division using the Edison Item Number 1000080580.

Contact Information:

For additional information, please contact your agency's Service Awards Coordinator.

Tennessee State Government

Provided by:

Southern Trophy House

Tennessee State Government

Employee Service Awards Program

Additional Service Award Items

Mahogany and Black Certificate Frame

Vendor Item/ Part #: TN-FR1
Item #: 1000171009
Certificate Frame with Matting, Composite Material, Frame measuring approximately 13"W x 16"L with Beveled Edge, Featuring Double Bevel Cut Acid-Free Mat Sized to Fit 8 1/2" x 11" Document, Includes Glass Backing, Comes Ready for Vertical or Horizontal Wall Mounting, Colors: Mahogany and Black Frame with Light Cream & Black Mating. Lawrence Frames #1870.

Note: *All eligible employees may receive a certificate frame for presentation of service award certificate. It is recommended that certificate frame is received by employee upon reaching first service milestone. Each agency is advised to use their own discretion regarding their budgetary limitations.* ***See back of brochure for details regarding certificate program.***

Plaque, 9" X 12" Board with Cherry Wood Finish

Vendor Item/Part # : TN912-CP
Item #: 1000171092
Plaque, 9" X 12" Board with Cherrywood Finish, 7" X 10" Black and Gold Brass Finish Engraveable Plate with Border, Laser Engraved Text Shall be Customizable and Individually Personalized Upon Order, Etched with State of TN Seal, Employee Name, and Years of Service. Plate will be attached with gold screws in each corner. Includes Presentation Box.

Note: *Only employees with 30 years of service and above will receive this plaque in addition to an award.*