



Cabin Rental Contract Rules and Regulations

- **A 25% Down Payment and any applicable taxes on that payment are due at time of reservation.**
- **Balance and applicable taxes are due on the first night of the reservation and will be automatically charged to the card on file if not paid prior to that date. In the event that the card on file is invalid or no longer accepting charges the renter has 5 days to pay the balance or an additional late fee will be applied.**
- **A credit card is required as a cleaning and security deposit for all rentals. The site will be inspected prior to each reservation. The site will be inspected after each event.**
- **One responsible person who has passed his/her eighteenth (18th) birthday and who is answerable for the actions and safety of the cabin occupants and liable for any damages caused by them shall be at each rented cabin.**
- **Check in time is 2:00PM. Check out time is 12:00 noon. Keys must be turned into the Camp Store or Office at the time of check out. Any guests who do not turn in keys will be charged a fine. Cabins must be left clean and free of any personal property. Any property left after check out becomes Raleigh County Parks and Recreation property and a fee will be charged to the credit card on file.**
- **All tasks on the check out sheet in the cabin must be completed. A fee will be charged if those tasks are not completed prior to check out.**
- **No modifications are to be made to any cabin or property surrounds the cabin by digging, trenching, planting or other means.**
- **All furniture, dishes, small appliances, cooking equipment, bedding, towels, etc that are provided in the cabins are property of Lake Stephens and shall not be removed from the cabin for any reason. Missing items will cause a fee to be charged to the credit card on file.**
- **Picnic tables and fire rings are provided one per cabin and are not to be removed or moved.**
- **Additional campers/tents are not permitted on the site with the cabin. A small canopy is permitted in the back yard of the cabin.**

- **No person may camp in anywhere in the park, except in areas designated for camping.**
- **Registered guests are allowed two vehicles at each cabin. Two additional visitor vehicles are permitted in the area but must park in the designated parking area away from cabins. You may only park at the cabin that you have reserved. All boats, jet skis, etc...and/or trailers must be parked in the designated areas. Any of these vehicles are not permitted at the cabin.**
- **All visitors must register at the Camp Store. All visitors must vacate park by 10:00PM unless they are registered as an overnight guest.**
- **A wash permit must be purchased to wash any vehicle. Permits may be purchased at the Campground Store or Park Office during regular business hours.**
- **The quiet hours in the park are 10:00p to 7:00a. Loud or excessive noise, demonstrations, disturbances, disorderly conduct, profanity, public drunkenness, and possession of controlled substances are strictly prohibited and unlawful. Any events continuing after 10:00p must keep noise levels down and confined to the inside of the site.**
- **Generators shall not be operated during quiet hours. This may be changed during an extended power outage and approved by Superintendent or Director.**
- **No alcoholic beverages including beer, wine and liquor are permitted within the boundaries of RCPRAs parks, forest and fishing areas.**
- **Small dogs (under 20lbs) are allowed at the cabins with Pet Fee of \$50 per dog (max of 2 dogs) paid prior to arrival. Dogs are allowed outside with a leash but not left unattended. Owners must clean up after pet. Pets are prohibited inside any other buildings. Failure to pay pet fee and have pet in the cabins will result in a fine charged to the credit card on file.**
- **No person shall wash any equipment, paraphernalia, clothing, pet or human body at water fountains and water pumps, and in lakes, ponds, pools and streams. No person may wash cooking utensils, tableware, flatware, or any other cooking or eating paraphernalia at water fountains and water pumps, at comfort stations, bathhouses and washrooms.**
- **All property outside cabins must be picked up on mowing days. Raleigh County Parks and Recreation is not responsible for damage to property left out on those days.**
- **Gathering of firewood is prohibited. Firewood can be purchased at the Camp Store or brought in by Raleigh County Residence from within Raleigh County. This rule may change depending on issues from invasive insects.**
- **All fireworks are prohibited.**
- **Smoking is prohibited in all park buildings and in the playgrounds, including cabins. Please smoke in designated areas or at least 50 feet from the building. Please place all trash and cigarette debris in proper containers, not on sidewalks or grass. Please do not spit or put cigarette butts in water fountains or sinks.**

- **Cancellations must be made prior to 60 days before arrival date for a full refund of down payment. Cancellations within 60 days before the arrival date will forfeit the 25% down payment.**
- **A date change can be made prior to 30 days of original date and the down payment can be used for the new date. New date must be within the same calendar year. If a date change is made within 30 days before event will result in forfeit of original down payment.**
- **Both pages of this contract must be completed and returned with 25% down payment, and a credit card number to ensure reservation of cabins.**
- **Any person may be evicted from an RCPRA park, forest or fishing area for any breach of the rules set forth herein, or for the breach of any other rule which is in effect governing their use. All rental fees and charges are forfeited upon eviction.**
- **HOLD HARMLESS: Cabin guest acknowledges and understands that each guest, or guardian, is solely responsible for any accident or injury to any person while in residence, and that the Owner accepts NO legal or financial responsibility. Cabin guests, and guardians, assume all risk of injury or other loss resulting from any recreational activity and will hold the owner harmless with the respect thereto. Cabin guest(s) hereby agrees to indemnify and hold cabin referred to as The Lake Stephens Cabins and/or the property owners (Raleigh County Recreation Authority) or its property management harmless from any and all claims, including those of third parties, arising out of or in any way a result of the cabin guests use of the premises or items therein.**
- **WILDLIFE: The cabin is located in the mountains of West Virginia. As such, you are likely to encounter wildlife (deer, bears, raccoons, snakes and bugs of various types, including wasps and/ or hornets, etc...). Raleigh County Recreation Authority, nor its representatives, nor the cabin referred to as the Lake Stephens Cabins will accept responsibility for any injury caused by said wildlife.**
- **In no event shall the RCPRA be responsible for losses or damages to persons or property as the result of Renter's use of the Park or its facilities. Renter hereby indemnifies and holds the RCPRA harmless from any claims, losses or damages to persons or property (including legal fees and costs) resulting from the Renters use of the Park or its facilities. Renter shall be responsible for its employees, guests, invitees, members or other persons using the Park or facilities in conjunction with Renter.**

Check in Date: _____

Check out Date: _____

Length of stay: _____

Cabin Number: _____

Number of guests: Adults: _____ **Children:** _____

Form of payment: _____ **(Credit Card required for deposit)**

I, _____ the authorized representative of
_____ have read the aforementioned rules and
completed the contract information. Renter agrees to abide by the RCPRA park rules and
regulations.

Signature: _____ **Date:** _____