



## **Marina Dock 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. If payment is not received in 30 days you will receive a notice, if payment is not received in 45 days past due date your boat may be removed from the lake.**
- **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.**
- **All users of RCRA Lakes and Waterways must be familiar with and follow all West Virginia Boating Regulations and Laws, West Virginia Small Craft Handling and Personal Watercraft Regulations. Copies of these booklets may be obtained from the West Virginia Department of Natural Resources or ask for them at the Marina.**
- **Dock Rental payment for one slip includes docking privileges for one watercraft only. Additional watercrafts will need to rent additional dock spaces. No crowding in docks permitted.**
- **All renters must keep updated phone number(s), credit card and boat registrations on file at the Main office for use in case of incidents involving their craft.**
- **It is the sole responsibility of the owner to protect and insure their vessel, its use, and contents.**
- **The Raleigh County Parks and Recreation Authority shall not be liable for any damages, loss, or injuries caused by Park wildlife.**
- **Keys should never be left in any watercraft. If there are others who wish to use your craft, please have extra keys made for them.**

- Owners are responsible for the proper placement of bilge pumps in boats. The Raleigh County Parks and Recreation Authority recommends the use of a protective mooring cover to prevent the build-up of rainwater inside the craft. The Raleigh County Parks and Recreation Authority, Lake Stephen's Marina, its employees, or assigns cannot be held responsible for collected water or water damages.
- All loose items should be secured from the wind. Any valuables should be kept under lock/key.
- Proper conduct and courtesy are expected from all lake users. Boaters are required to observe all posted signs, warnings, and no wake zones. Motorized crafts are expected to respect those fishing, kayaking, rowing, or paddle boating. You are responsible for all persons in your party.
- Night fishing is permitted. Only registered guests and those having legitimate business are permitted on the premises during the hours of 10:00 p.m. to 7:00 a.m. during which the park is closed to the public except with special permission of the Park Director.
- No person shall attempt to feed, or feed any animal inside any Raleigh County Parks and recreation Authority park, forest, or fishing area boundaries, except a pet they own, or as part of a wildlife management program officially approved by the agency having lawful jurisdiction over the program. Dogs and cats are the only pets permitted in designated areas of the parks, forests, or fishing areas. Pets shall be leashed at all times on a sturdy leash not to exceed 10' in length and the owner or caretaker shall clean up after, keep quiet and from disturbing other guests, and be responsible for damages it causes.
- Loud or excessive noise, demonstrations, disturbances, disorderly conduct, profanity, public drunkenness, and the possession of controlled substances are strictly prohibited and unlawful.
- Garbage, waste, bottles, cans, paper, junk, or any other refuse shall not be dumped, deposited, or scattered within any Raleigh County Parks and Recreation Authority park, forest, or fishing area.
- The Raleigh County Parks and Recreation Authority assumes no responsibility for any personal property. If personal property is abandoned or left unattended for more than forty-eight (48) hours, it will be removed from the public use area and disposed of.
- Fishing and boating are permitted in Raleigh County Parks and Recreation Authority Parks, forest, and fishing areas only in accordance with state law and fishing and boating rules and regulations promulgated there under, and rules publicly posted in those areas.
- All alcoholic beverages including beer, wine, and liquor are prohibited within the boundaries of Raleigh County Parks and Recreation Authority parks, forests, and fishing areas.
- There is no long-term boat trailer parking anywhere in the park. All boat trailers must be parked properly in the designated trailer lot. Automobiles pulling trailers may park on the right side of the Marina parking lot. Vehicles without trailers only belong on the left side of the Marina parking lot. Please observe all signs regarding authorized areas. Additional parking is available at the top of the hill. Never park in front of the Emergency Gate to the Beach. Violators may be towed at the owner's expense.

- **All fireworks are prohibited.**
- **Smoking is prohibited in all park buildings and in the playgrounds. 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 within 14 days of request to ensure reservation of the facility.**
- **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.**
- **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:** \_\_\_\_\_

**Dock Number:** \_\_\_\_\_

**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:** \_\_\_\_\_