

# 2018 Shelters, Cabins, & Education Center Rental Rates

Carroll County Conservation Board  
22676 Swan Lake Drive  
Carroll, IA 51401

(712) 792-4614  
office@carrollcountyiowa.org  
Office Hours M-F 8:00 AM – 4:30 PM

Fees are non-refundable – in the event you cancel your reservation you will be issued credit, which may be used towards another date within one year. Contact our office with any questions.

•**East Shelter** 23248 Swan Lake Road Carroll, IA 51401

Maximum Capacity: 75 inside

**Rental Rate:**

\$60 per day • April through October  
\$70 per day • November through March

**Non-Profit Rates:**

\$30 per day • April through October  
\$35 per day • November through March

**Refundable Damage Deposit Rate:**

\$50 deposit, on a separate check, will be held until after your event.

•**South Shelter** 22676 Swan Lake Drive Carroll, IA 51401 (enter through campground)

South Shelter can be used at no charge if the shelter is not reserved, you are responsible for clean-up.

**Rental Rate:**

\$40 per day • April through October

**Non-Profit Rate:**

\$20 per day • April through October

**Refundable Damage Deposit Rate:**

\$50 deposit, on a separate check, will be held until after your event.

•**Great Western Park Shelter** 31203 Birch Avenue Manning, IA 51455

Maximum Capacity: 75 inside

**Rental Rate:**

\$60 per day • April through October  
\$70 per day • November through March

**Non-Profit Rate:**

\$30 per day • April through October  
\$35 per day • November through March

**Refundable Damage Deposit Rate:**

\$50 deposit, on a separate check, will be held until after your event.

•**Dickson Timber Shelter** 16249 Velvet Avenue Glidden, IA 51443

Shelter can be used at no charge if the shelter has not been reserved, you are responsible for clean-up.

Maximum Capacity: 60 inside

**Rental Rate:**

\$40 per day • April through October

**Non-Profit Rate:**

\$20 per day • April through October

**Refundable Damage Deposit Rate:**

\$50 deposit, on a separate check, will be held until after your event.

•**Education Center at Swan Lake** 22676 Swan Lake Drive Carroll, IA 51401

Bison Room: Maximum Capacity = 100, Banquet style with round tables

Wapiti Room: Maximum Capacity = 100, classroom style including projector & kitchenette

**Rental Rate:**

Wapiti Room \$125 per day  
\$160 per day with alcohol present  
Bison Room \$110 per day  
\$160 per day with alcohol present

**Non Profit Rate:**

Wapiti Room \$85 per day  
Bison Room \$85 per day

**Refundable Damage Deposit Rates:**

\$150 deposit, on a separate check, will be held until after your event.

Alcohol present - \$250 deposit, on a separate check, will be held until after your event.

•**Cabin at Swan Lake** 22841 Swan Lake Road Carroll, IA 51401

Maximum capacity to stay: 8

**Rental Rate:**

\$60 per night

**Refundable Damage Deposit**

\$100 deposit, on a separate check, will be held until after your stay at the cabin.

•**North Cabin at Swan Lake** 22924 Swan Lake Road Carroll, IA 51401

Maximum capacity to stay: 10

**Rental Rate:**

\$110 Sunday – Thursday per night  
\$120 Friday – Saturday per night

**Refundable Damage Deposit**

\$150 deposit, on a separate check, will be held until after your stay at the cabin.

# Rules & Regulations

## RESERVATIONS

You must be 21 years of age to rent a facility.

Reservations can be made by calling our office at (712) 792-4614 or emailing [office@carrollcountyiowa.org](mailto:office@carrollcountyiowa.org). Reservations for the Education Center (Wapiti and Bison rooms), shelters and cabins will be available to rent on a rolling calendar basis and on a first-come, first-served basis.

## PAYMENT – we accept check or cash

Both the rental fee and refundable damage deposit (on separate checks) are due within **10 days** of making the reservation. If fees are not received during that time your reservation will become void. Please call the office for any questions.

Checks should be made payable to the Carroll County Conservation Board and mailed to 22676 Swan Lake Drive, Carroll, IA 51401. A receipt and our rental agreement will be emailed or mailed to you.

## REFUNDABLE DAMAGE DEPOSIT

Facility Rentals- Your refundable damage deposit (on a separate check) will be shredded if the facility is left in good, clean condition and equipment and furnishings are returned to their original location and are not lost or damaged. The deposit can be returned in the mail if arrangements are made in advance. Please refer to your rental agreement for proper clean-up procedures.

Camping- We do not do any refunds for camping at any of our county parks.

## CANCELLATION AND REFUND POLICY

All reservation are non-refundable. If you need to cancel your reservation you will receive **credit** to use towards another available date within a one year time frame. All cancellations must be called into our office (712) 792-4614 during our office hours.

## CHECK IN & OUT TIMES

The Education Center can be rented between 8 a.m.-10 p.m. The shelters can be rented early in the morning until 10 p.m., unless there is an overnight group renting the shelter the night before, at which time the shelters are available after 9 a.m.

Overnight youth groups renting the shelter must be out **by** 9 a.m. on the following day or pay for an additional day. This must be arranged at the time the reservation is made.

## PARK HOURS

Iowa Code 461A.46

All County Parks are closed from 10:30 PM – 5:00 AM except for overnight camping and river access areas, where quite time is then in affect. All non-register park visitors must leave before 10:30 PM.

## ALCOHOLIC BEVERAGES

Iowa Code 123.47

No kegs are allowed. All laws of the state of Iowa regarding consumption of alcohol will be strictly observed. Violations of state code will result in expulsion from the building, revocation of rental privileges and forfeiture of deposit. Ensure compliance with Sec. 123.47 respecting possession of alcohol by minors and agree to abide by all rules and regulations of the Conservation Board and the State of Iowa.

## SMOKING

All Shelters are non-smoking facilities.

## PETS

Iowa Code 461A.45 & 461A.43

All pets must be kept on a leash of no more than 6ft. or kenneled, except during hunting season in hunting areas. Park users must **immediately** clean up after their pets. Violators will be issued a \$75 ticket for non-compliance. Pets are not allowed inside of Carroll County Conservation facilities.

## FIREARMS AND WEAPONS

Iowa Code 461A.42

All Firearms, weapons, and explosives are prohibited in all county parks except during hunting seasons in designated county hunting areas. Fireworks are prohibited at all times.

## TREES & SHRUBS

Iowa Code 461A.39 & 461A.41

Trees and shrubbery must not be cut or damaged in any way. Berries, fruits, and mushrooms may be harvested in the park.

## WEST SHELTER

The enclosed West Shelter in the Swan Lake Campgrounds may be rented at no cost if you are a registered camper that day. If you have visitors that will be joining you at the shelter, they must park outside the camping area. You must call or email the office to reserve the West Shelter.

Carroll County Conservation will not be held responsible for any injury to persons or damage to property arising out of or incident to the activities which are the subject of the rental and shall be held harmless against all liabilities, costs, and expenses which may arise in consequence of granting the room rental.

## SAUK RAIL TRAIL

33 mile long multi-use recreational trail. The trail is used for walking, biking, running or community events like a 5K. Call or email our office to reserve your event or purchase your Sauk Rail Trail Group Permit.

\*Annual Permit: \$15.00 \*Daily Permit: \$2.00 per day \*Group Permits: up to 25 people: \$15.00, 26 people & more: \$25.00

Group permits cover anyone at your event that may not have an annual/lifetime Sauk Rail Trail Permit. This is required for all events using the Sauk Rail Trail.

**EQUESTRIAN TRAIL** - Call (712) 775-2710 for current trail conditions (open or closed).

\$2.00 Daily permit

\$15.00 Annual permit

## RIFLE RANGE

\$2.00 Daily permit

\$15.00 Annual permit