

**Henry County Conservation Department  
2593 Nature Center Drive  
Mt. Pleasant IA 52641  
319-986-5067**



**CABIN RENTAL AGREEMENT**

By your agreement with these terms and conditions, you represent that you are 21 years of age or older and that you are authorized to make the reservation on behalf of the group you have listed. You further agree to assume full responsibility for the acts, negligence or omissions of the members of your group while utilizing said facilities.

Additionally, you agree that you have read and understand the CANCELLATION and REFUND POLICIES concerning this reservation, and have also read and understand the FACILITY CONTRACT information.

You are reserving a facility in a Henry County park. **ALL COUNTY PARK RULES AND STATE LAWS ARE ENFORCED.** Click on the **RULES AND REGULATIONS** link on the Home page to view a full listing of regulations for the Henry County Conservation Department. Contact a Park Ranger or Conservation Office if you have any questions about park rules, policies, or special requests.

Failure to clean up the facility or surrounding area as outlined, or failure to comply with park rules or state laws may result in enforcement action. Henry County Conservation may take any legal action necessary to recover damages to county property.

**CHECK-IN TIME:** After 3:00 PM on the day of arrival.

**CHECK-OUT TIME:** Before 11:00 AM on the day of departure and return key to Cabin Key Lock Box on the front porch.

**GETTING INTO A CABIN**

The cabin key is available after 3:00 PM via the lockbox located on the front porch of the cabin. The Staff will activate the lock box at 3:00 PM.

**CLEAN-UP**

You are required to clean up the facility and grounds, and return them to the conditions you received them. Plan to have your facility cleaned and people departed prior to your scheduled checkout time. You must also lock all cabin doors and windows and return the keys to the Cabin Key Lock Box.

**VISITORS**

All visitors must depart the park by 10:30 PM.

## **SMOKING**

Henry County is a smoke-free environment. Smoking is prohibited in all buildings.

## **PARKING**

Parking is confined to the designated parking areas. No parking or driving off roadways. Each cabin will be allowed two vehicles in the designated parking area. Any additional vehicles must be parked at the Oakland Mills Nature Center parking area.

## **DIRECTIONAL SIGNS & DECORATIONS**

Temporary, free standing directional signs are allowed – not to be attached to any park furniture, signpost, or other facilities. Decorations are allowed as long as they are free standing or not affixed in a manner that would damage a facility or any painted walls (tape, tacks, staples can cause damage to walls. The use of no-stick adhesive is recommended). Special care should be taken with balloons so that they do not “escape”.

## **BEER AND WINE**

Only beer with an alcohol content of 5% or less by weight and wine with an alcohol content of 17% or less by weight may be consumed in county parks. Drinking these beverages is not permitted on roads or in parking areas. Hard liquor and wine with alcohol content in excess of 17% by weight or other alcoholic liquors are NOT to be consumed in county parks. Keg beer is NOT allowed.

## **MUSIC/NOISE**

It shall be unlawful to operate or use any music, band, disc jockeys, amplified sources of sound, electric generating plants, power saws, or any similar equipment in or on any area in such a manner as to create excessive noise and/or disturb other persons. All cabin users shall maintain quiet and avoid excessive noise between the hours of 10:30 PM and 5:30 AM. See Section 13 of the Henry County Conservation Regulations for full details concerning Audible Disturbances.

## **REFUSE**

All refuse must be placed in the provided dumpster located near the Oakland Mills Nature Center.

## **PETS**

Pets are prohibited in cabins (with exception of service animals).

## **SPECIAL REQUESTS**

Certain activities or items require that you request and obtain permission from the Henry County Conservation Department in advance of your event. These include, but are not limited, to the following: horses (or horse activities), erection of any type of tent, inflatable play equipment, swimming pools, hog roasts, carnival-type activities, etc. Please contact the Conservation Offices for additional information.

## **RESERVATION MODIFICATIONS (INCLUDING DATE CHANGE)**

In order to make any modification to an existing reservation, the request must be made 14 days prior to the original arrival date. If the request is a date change, the new date must be within 6 months of the existing date. A date change must be used for the same type of facility in a Henry County Park. All reservation modifications must be made by calling the Conservation Office at (319) 986-5067. Any modifications to an existing reservation will be assessed a \$25.00 administrative change fee. A reservation holder has only ONE

opportunity to reschedule their original reservation. Cabin reservations are **NON-TRANSFERABLE**.

### **DAMAGE & CLEAN-UP DEPOSIT**

All cabin reservations require a deposit check of \$100.00 sent no more than 30 days; and, no later than 14 days prior to the reservation arrival date. It is your responsibility to ensure that this deposit is provided on time. The cabin code will not be activated until the Cleaning/Damage Deposit has been received at the Conservation Office. Deposits for cabin rentals should be mailed to: Henry County Conservation Department, 2593 Nature Center Drive, Mount Pleasant, IA 52641. Deposit will be shredded if there are no issues with damage, clean-up, late departure, key return, and rules and regulations are followed.

### **CANCELLATION POLICY**

**Consider this policy prior to purchasing a reservation.**

Please understand at the time of booking your reservation you immediately prohibit other people from reserving and utilizing that cabin; therefore, they will go elsewhere to locate a facility for that date.

The name of the person on the reservation will be the person who can cancel or reschedule a facility reservation. All cancellations or requests to reschedule the date of a reservation cannot be completed online and must be made by calling and/or emailing the Conservation Office (319) 986-5067, at least 14 days in advance of the original reservation arrival date.

If rescheduling of a reservation is needed, that rescheduled date must be submitted and approved by the Conservation Office at least 14 days prior to the original reservation date of arrival. A change fee of \$25.00 will be assessed per each reservation. A reservation holder has only ONE opportunity to reschedule their original reservation.

If a facility reservation is cancelled by the Henry County Conservation Department due to a natural disaster or if by some means the facility is unusable, a full refund will be issued to the person that made the original reservation.

### **REFUND POLICY**

**Consider this policy prior to purchasing a reservation.**

**25%** of any cabin reservation is **NON-REFUNDABLE**.

**75%** of the original cabin rental fee will be refunded if the Conservation Office is contacted by phone and/or email, concerning a cancellation at least 30 days in advance of the original reservation arrival date. Refunds will be in the form of a credit on the credit card in the name of the original reservation holder or mailed in the form of a check in the name of the original reservation holder.

**100%** of the cabin reservation fee will be forfeited if the cancellation is received less than 30 days prior to the original date of arrival listed on the reservation.

If a facility reservation is cancelled by the Henry County Conservation Department due to a natural disaster or if by some means the facility is unusable, a full refund will be issued to the person that made the original reservation.