

Scharnberg Shelter Reservation Form

Clay County Conservation Board

CHECK IN : 11:00 a.m.

CHECK OUT: 10:30 p.m.

RATES: \$75 per day or 2 days for \$115

I, _____ would like to reserve the use of Scharnberg Shelter for the date of _____ 20 ____ . I agree to pay one-half of the rental fee when making the reservation with the balance due to the Clay County Conservation Board one month prior to the reservation date. A CREDIT CARD # WILL BE REQUIRED TO GUARANTEE THIS RENTAL. This also guarantees us that the facility will be left in the same condition as when you arrived. If not, there could be a \$50 charge. If damages should occur, the cost of the damages will be charged.

Refund Policy: Cancellation of this reservation will carry an administrative fee of \$25. If cancellation is less than 30 days, there will be no refund. From time to time, requests are made for a variety of reasons and refunds will be considered on a case-by-case basis. You must be 21 years of age or older to rent Scharnberg Shelter.

“I, the undersigned, further agree that I will not charge a fee for the consumption of alcoholic beverages on the premises and will not serve alcoholic beverages to any intoxicated persons. I, the undersigned, assume full responsibility for the care and well-being of all social guests of the undersigned while on County property, and I also assume full responsibility for social guests that consume alcoholic beverages at the conservation area.

I, the undersigned, agree to indemnify and hold harmless Clay County, the Clay County Conservation Board, and its employees from any and all liability that may arise which is proximately caused by the consumption of alcoholic beverages on County premises by myself, my invitees, or my social guests whether any such injury occurs on County property or otherwise.

Any violation of this provision of the agreement shall result in termination of the undersigned's possession of the premises and may result in criminal and/ or civil sanctions”.

In the event that the applicant fails to return the possession of the premises in as good a repair and condition as delivered to him/her, it is agreed the deposit will be forfeited and the applicant will pay any additional costs for repairs or damages from such use.

NO SMOKING (PURSUANT TO THE IOWA SMOKEFREE AIR ACT)

Applicant will clean shelter before departure – (see attached clean-up sheet)

Applicant will remove all trash before departure

Rental Fee: \$ _____ **KEY CODE:** _____

Dated this _____ **Day of** _____ **20** _____

Name (Print)

Signature

Address

City/State/Zip Code

Phone Number

Estimated # of guests
(Needed for our Usage Report)

Clay County Conservation Board

Date

Staff Signature

Please return this signed & dated reservation form within ten days to:

**Clay County Conservation Board
420 10th Ave. SE
Spencer, Iowa 51301
(712) 262-2187**

**FOR ANY GENERAL PROBLEMS, PLEASE CALL THE SHERIFF'S DISPATCH @712-262-2151.
THEY WILL CONTACT THE CCCB RANGER ON DUTY**