

¹Appendix A

A. Campsites:

1. Campsite Reservations – **A reservation fee plus one night and a valid credit card is required at the time the reservation is made.** A confirmation notice will be mailed to all persons with reservations. **No reservation fee will be charged to the walk-in camper who rents a site on the same day but a valid credit card is required. ***The reservation fee is NOT a deposit and is non-refundable. This does not apply to the primitive sites, Annual Sites or Seasonal Sites.**
 - a. Reservation Fees:
 1. 1 night to 6 nights: \$15.00
 2. Weekly: \$25.00
 3. Monthly: \$35.00
 4. Holiday Weekend: \$25.00
2. **All balances for campsites are due on the first night of occupancy as indicated by the reservation with electric usage paid in full upon departure.** Extended stay reservations will consist of Monthly, Multi-Month, Annual, and Seasonal. Those balances are due as outlined under Extended Stay Fees.
3. Weekend reservations require a reservation fee plus two nights minimum at the time the reservation is made.
4. Holiday reservations require a reservation fee plus three nights minimum at the time the reservation is made. **Holiday Weekends will be Memorial Day, 4th of July, and Labor Day Weekends.**
5. No refunds will be issued due to inclement weather unless the Park closes.

B. Extended Stay Fees:

1. **Monthly**– due in full by the 1st of each month of occupancy along with all electrical usage. If a cancellation occurs within the first 2 weeks (up to 14 days) of occupancy, camper will forfeit the reservation fee, if applicable, and be refunded 50% of their monthly rental fee. **Any cancellation over 2 weeks or beyond 14 days will result in NO refund.** The monthly electric will be due the 1st of each month and balance due upon departure.
2. **Annual** – Annual Sites are only A1-10, A12, A14, A16, A18, A20 & A22. Reservations are available for these sites on a 1 year lease from April 1 to March 31 of the following year **with payment in full by March 1st each year.** Price for these sites is \$1700.00 with **the customer paying the monthly electric on the 1st of each month and balance due at the end of the leasing term.** There will be no in/out of district price difference for these sites if they are leased as an Annual. If these sites **are not leased on the Annual basis by May 1st of each year, they will return to standard availability and the fees outlined herein will apply.** If site is leased on Annual basis, there will be no refunds available except in unusual circumstances at the discretion of the Executive Director.
3. **Seasonal (7month)** – Applies to all other sites not listed above. Reservations are available for these sites on a 7 month **prime seasonal rent from April 1 to October 31 each year.** In District will be \$1750.00 and Out of District will be \$1950.00 due by April 1 of the reservation year with the customer paying the monthly electric on the 1st of each month and balance due October 31 each year. If these sites **are not leased on the Seasonal basis by May 1st of each year, they will return to standard availability and the fees outlined herein will apply.** There will be no refunds available for Seasonal leasing except in unusual circumstances at the discretion of the Executive Director.

C. Cancellations and Changes of Reservations

1. Cancellation of reservations at least one week prior to the first day of the site occupancy will result in a forfeit of the reservation fee and the first night fee except Holiday Weekends. **Any cancellation less than one week prior to the first day of the site occupancy will result in NO refund.**
2. No show reservation fees and required site fees are non-refundable.
3. Holiday reservation fees and required site fees are non-refundable.
4. **Changes to an existing reservation will be charged a \$5.00 non-refundable processing fee due at time of request.**
5. **Advanced reservations may be made 1 year in advance, Monday through Thursday on normal business days, 217-889-3901 or 217-889-3601.**
6. Extended Stay Cancellations is outlined under Extended Stay Fees.

D. Past Due Fees:

1. **A past due fee of \$5.00 a day will be assessed on ALL outstanding balances.**

E. Cabin Rentals:

1. Cabin Reservations- **a reservation fee of \$35.00 plus two nights and a valid credit card is required at the time the reservation is made.** A confirmation notice will be mailed to all persons with reservations.
2. The balance of the cabin rental reservation is due on the first night of occupancy as indicated by the reservation.
3. Cabin reservation fees are non-refundable.

F. Docks/Storage:

1. There will be no refunds available for Dock or Storage rental except in unusual circumstances at the discretion of the Executive Director.

G. Boat Rentals:

1. **Pontoon Boat Rentals & Jon Boat Rentals – A reservation fee of \$20.00, a valid credit card and the full payment of the rental is due upon reservation.** If cancellation of the reservation is made **at least two (2) hours prior to occupancy,** the occupant will forfeit the reservation fee and receive a 50% refund of the rental fee. If cancellation is received **less than two (2) hours prior to occupancy, no refund will be issued.**

- H. Unusual Circumstances – The District reserves the right to make adjustments to the refund/retention guidelines, at the discretion of the Executive Director, in case of unusual circumstances which necessitate a reservation cancellation.