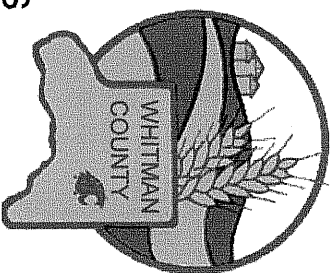


Whitman County

Parks and Developmental Services Department

310 North Main Street
Colfax, Washington 99111
Office Hours: 8am-5pm, M-F

Phone: (509) 397-6238
Fax: (509) 397-5647
Email: parkds@co.whitman.wa.us
Web: www.whitmancounty.org



RESERVATION REQUIREMENTS

*A mandatory \$100.00 deposit (refundable) per facility is required regardless of group size. The reservation holder for the event must submit a separate deposit check. Any damage or adverse impact to the facility including excessive litter which occurs as a result of reservation may result in the forfeiture of deposit. Any additional costs will be billed to reservation holder including labor and/or replacement costs. Deposit will be returned when:

*Park and reservation rules are followed.

*Facility, including shelter and surrounding area, is left clean and undamaged.

*Group size is not over the size stated in the reservation.

*Whitman County Parks will not provide staff, labor or security for reservation equipment, articles or event.

*Reservation holders are required to follow all park rules. Park rules are clearly posted at each park facility.

*Requirements, rules and regulations are subject to change, reservation holders are required to follow changes.

*Banquet Permits are required if alcoholic beverages are to be consumed. Reservation holders must submit a copy of their park reservation to the State Liquor Board two weeks prior to their event in order to obtain a banquet permit. Permits must be posted in the park area reserved.

*Reservation are made for up to 5-hours. This includes set up and clean up time. Additional 5-hour time blocks are available to the reservation holder for additional reservation fees.

*Your reservation is not confirmed until this form with your signature, reservation check and deposit check, is received 10 days prior to your event and receipted by the Whitman County Parks Department.

* Contact the Park's Office for cancellation policy.

RESERVATION RULES

*Reservation holders must respect the activities of all park visitors. Events will not be permitted to adversely impact the experience of other park visitors.

*Reservations are only during regular park hours: 7:00am until Dusk.

The parks are closed and locked from: Dark until 7:00am

*Picnic tables may not be moved within the park without prior approval by the Park Ranger.

*Groups may set up chairs in the park with prior approval by Park Ranger. The reservation holders are responsible for set-up and take down of the chairs, within the reservation time period.

*Motor Vehicles are not permitted within the park area other than on roadways and within parking lots. We suggest the use of handcarts for moving supplies, chairs, etc. Handcarts are permitted on the asphalt trails within the park. *Power is available in all reserved facilities.

*Reservation holders will refrain from the use of any type of confetti within the park, including rice or birdseed.

*Whitman County Parks will permit one reservation per day, per park.

PARK RULES

*Firearms (outside of vehicles) and hunting are prohibited within the park boundaries. Whitman County Parks are Wildlife Sanctuaries.

*Foot, wheelchair, and ski traffic only are permitted on the trail system.

*Camping is permitted in designated sites only.

*Campfires are permitted in designated sites only (unless otherwise posted). Please help to prevent wildfires.

*Picking wildflowers and other plants is not permitted. Tread lightly, the fate of rare/sensitive plants depends on it.

*Pets must be on a leash at all times.

*Pet owners must clean up after their pets. Other visitors appreciate pet owners helping to keep the park clean.

*Amplified music and Portable Announcement Systems are not permitted.

*Fireworks are not permitted.

*Please respect the privacy of adjacent landowners. Do not trespass on private property.