

Boone County Conservation
610 H Avenue
Ogden, IA 50212
515-353-4237(*office*) 515-230-3254 (*cell*)

ENCLOSED SHELTER RENTAL AGREEMENT-No one less than 21 years of age shall be allowed to reserve a shelter

Enclosed Shelter being reserved: Lodge by the Lake (Don Williams Park)

Date of Activity: _____ Approximate number of people attending: _____

Name of Person Making Reservation: _____

Address: _____

Phone: (Cell) _____ (Home) _____

You must be out of the park by 10:30PM

HARD LIQUOR AND KEG BEER IS NOT ALLOWED.

I, the undersigned, hereby agree to rent the Lodge by the Lake for the date(s) stated above, and make payment of a rental fee of **\$60/day**. Checks must be made payable to the Boone County Conservation Board, as well as be received within 10 working days of reservation to validate that reservation. A shelter reservation fee is refundable if written notification of cancellation is received 14 days prior to the date reserved.

I agree to be responsible for any damages done to Boone County Conservation Board property during our stay by ourselves or our guests. I agree to ensure compliance with Iowa Code Section 123.46 consumption or intoxication in public places, and 123.47 respecting possession of alcohol by minors, and agree to abide by all rules and regulations of the Boone County Conservation Board and the State of Iowa. I agree to have the shelter cleaned and all guests vacated by the park closing time of 10:30 PM.

I agree to clean up all decorations, litter, and debris in the building, on the grounds and parking lot which may be deposited during our stay. I also agree to return all tables, chairs, and equipment to their original locations.

Failure to comply with any shelter or park rules may result in fines, termination of shelter use, and suspension of park privileges.

Authorized Group Representative

Date

PLEASE MAIL COMPLETED AGREEMENT AND PAYMENT TO: BOONE COUNTY CONSERATION BOARD 610 H Avenue, Ogden, IA 50212

Instructions for Using the Key Box:

1. Push buttons for each number of your code. Buttons can be pushed in any order.
2. Push down on the "OPEN" latch at the top, while holding it down pull the face out from the key box. If a number has been incorrectly pushed, the box will not open. Simply press down on the "CLEAR" button to try again.
3. While holding the face, pull out the key and put the face back onto the key box. The face will then lock back onto the key box and the code will clear.
4. After you have locked the building, follow the directions listed above and put the key back into the box.