

ALMON PARK SHELTER RESERVATION REQUEST

Rudolph Shelter at Almon Park near Buck Lake

Requested Reservation Date: _____

GROUP NAME/EVENT: _____
(example: Smith Reunion, Jones Wedding, DNR Picnic, etc.)

Contact Person: _____ Phone: _____

Refund Deposit Check made to Contact Person? Yes No

If no, please indicate the name on refund check: _____

Address to Mail Refund: _____

All park regulations must be obeyed, most notably:

1. The park is open from 6:00 am to 10:00 pm. All park visitors, including those individuals who reserved the shelter, or attend an event at the shelter, must vacate the park by 10:00 pm.
2. Live bands or amplified music must not disturb other park users.
3. No fireworks allowed.
4. No tents or other shelters may be erected on the grass.
5. No glass containers are permitted in recreation areas.
6. Vandalism or excessive littering will not be tolerated.
7. Volleyball and other group sports are to be played in the sports field – not on the grass next to the shelter. The sports field is located 100 yards east of the shelter.

Reservations are accepted in the order received and will not be accepted more than 12 months in advance. It is recommended to call the Forestry office for date availability before mailing in a reservation form.

A \$75 user fee, plus a \$50 security deposit is required in order to reserve the Rudolph Shelter. The security deposit will be refunded after the event, upon inspection and confirmation by the Oneida County Forestry staff that the area is clean and in good condition.

Please allow 30 days to process and mail the refund

The shelter will not be reserved until the Forestry Department receives the \$125 fee/deposit. You may print this form and mail it with a check made payable to Oneida County Forestry Department, PO Box 400, Rhinelander, WI 54501 or come to the office to complete the transaction in person with check or cash. If you have questions, please contact the Forestry office at 715-369-6140.

Cancellations less than 30 days before the reservation date will receive a refund of the \$75 reservation fee only.

SIGNATURE: _____ DATE: _____

My signature confirms that I have read and understand the policy above and agree to all aspects of said policy.

To be completed by Forestry Department:

Date: _____ Payment: CASH _____ CHECK # _____