

PORTAGE COUNTY

PARK SHELTER INFORMATION

To make the park facilities available and enjoyable to the greatest number of people, the following Rules and Regulations have been established by the Portage County Park Commission.

1. No pets allowed.
2. Upon your arrival, report anything previously damaged or not working properly to the Parks Department office.
3. Do not stand on tables, chairs, or counters.
4. Please do not move furniture in or out of building. Return all tables and chairs to original location.
5. Do not use charcoal grills on grass. Place charcoal from grills in the receptacle provided outside. Please let fires burn out. Small grills set on picnic tables may burn the top.
6. No loud music. **Quiet time is 10:00 p.m.**
7. Check-in time is 8:00a.m. Lodge users are **only allowed** to be using the lodge on the day of reservation. No early check-ins unless authorized. This lodge must be **vacated by 11:00 p.m.** (Clean up should begin by 10:30 or earlier.)
Clean up must occur on the day of your rental. This includes any party tents, food trucks, bounce houses.
8. The inside and outside of the lodge must be cleaned. This includes sweeping, mopping or wiping up spills, wiping counters and table tops, cleaning stove and refrigerator, etc.
9. **Pick up all cigarette butts.**
10. Place refuse and recyclables in the dumpster provided.
11. Please check to see that water, lights, and stoves are turned off prior to leaving.
12. Close and lock all windows and doors.
13. If any damage occurs to county property or any item is missing, the estimated dollar amount will be deducted from any securities or clean up deposits held in escrow.

Failure to adhere to rules could result in losing the deposit.

You must pick up the key at the Parks Office at 1903 County Hwy Y, Stevens Point, WI 54482. Office hours are 8:00 a.m. to 4:00 p.m. The Office is open Monday through Friday. If you have the lodge rented for a weekend day, be sure to **PICK UP THE KEY BY FRIDAY**. Failure to do so could result in lose of deposit. If you need special accommodation's, contact the Park office listed below.

We sincerely hope you enjoy your visit. Your comments are welcome and may be made to the Park Manager or to the Portage County Parks Department, 1903 County Highway Y, Stevens Point, WI 54482, 715-346-1433

For emergencies and after hours help, call the Portage County Sheriff's Department 715-346-1400.

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PARK COMMISSION