

CR# \_\_\_\_\_

DATE \_\_\_\_\_

TICKET # \_\_\_\_\_

# NORTHWEST RIVER PARK ADVANCED RESERVATION FORM FOR CABINS

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY/STATE \_\_\_\_\_

TELEPHONE# HOME \_\_\_\_\_ CELL \_\_\_\_\_

NUMBER OF PEOPLE (MAX. 4) \_\_\_\_\_

ARRIVAL DATE \_\_\_\_\_ DEPARTURE DATE \_\_\_\_\_

**\*Make checks payable to the City of Chesapeake**

### ADVANCED RESERVATION CABIN POLICY

1. All applicants must be 18 years of age to rent and must occupy cabin.
2. Reservations may be made online with credit card or in person or by mail by cash or check.
3. Reservations may be made during the calendar year of the rental.
4. Applicants must complete and submit an Advanced Reservation form accompanied with a \$50.00 non refundable check which will be applied to the first night of their reservation
5. Balance for your rental is due upon arrival by cash or check.
6. Damage/cleaning deposit check for \$100.00 will be due upon arrival. Check will be returned to applicant after cabin has been inspected for damage/ cleaning compliance. If the cabin is damaged, you may be subject to the loss of your deposit and additional fees. Refrigerator must be left emptied and all trash in cabin must be picked up and deposited in the dumpster. Renters are required to return the cabins as they were found. It is the responsibility of the renter to report any damages or cleaning issues within 30 minutes of arrival to the office. If applicant departs before cabin is inspected for compliance, check will be mailed. Failure to comply will result in forfeit of damage/cleaning deposit. **Please allow at least 1 hour for check-out inspection.**
7. Departing late charges are as follows: 30 minutes to one hour \$25.00, anything over an hour will be charged for extra night of camping.
8. Damage will be charged at replacement cost. Loss of key will result in total lock replacement at the expense of the renter.
7. Cancellation must be received 7 days in advance of arrival date to be eligible for a transfer. Applicant must call before the closure of the office on the before 7<sup>th</sup> day before their reservation date.
8. Reservations may be transferred within the camping season April 1 until Dec. 1, depending on availability if request is made before 7<sup>th</sup> day of reservation.
9. No refunds will be given due to inclement weather, unless park closes.
10. No pets or smoking are allowed in the cabins. Pets are not permitted to be tied outside of cabin or left in a vehicle. No pets allowed if you rent a cabin. Failure to comply will result in the forfeiture of the \$100.00 damage/ cleaning deposit.
11. Check in is 3 p. m., checkout is 11 a. m. Applicant must check in before store closes, time varies during season (call store for times.)
12. You must furnish all your own linen.

**I hereby verify that I have read and understand the rules and regulations of Northwest River Park. I hereby agree to abide by the rules and regulations.**

SIGN \_\_\_\_\_

**Mail to:  
Northwest River Park  
1733 Indian Creek Road  
Chesapeake, Va. 23322  
Information call (751) 421-7151/421-3145**

