

**MILL CREEK PARK & CAMPGROUND**  
**APPENDIX A**  
**Board Approved Date: October 19,2017**  
**Effective: October 19, 2017**

A. Campsites:

1. Monthly – A \$25 deposit is required on each month you reserve at the time of reservation. Rates will be In-District \$310, Out-of-District will be \$340 and due in full on the 1<sup>st</sup> of each month of occupancy plus electric usage charge. The monthly electric will be due the 1<sup>st</sup> of each month and balance due upon departure. \* Honoring First Right of Refusal to the last registrant.
2. Annual –Reservations are available for these sites on a 1-year lease from April 1<sup>st</sup> to March 31<sup>st</sup> of the following year with payment in full by March 1<sup>st</sup> of each year. A \$25 deposit is required and the rate for these sites is \$1,900 with customer paying electric on the 1<sup>st</sup> of each month and balance due at the end of leasing term. \* Honoring First Right of Refusal to the last registrant.
3. Seasonal (7-Month) –Reservations are available for these sites on a 7-month seasonal rent from April 1<sup>st</sup> to October 31<sup>st</sup> each year. A \$25 deposit is required and the rates are In-District, \$1,950 and Out-of-District \$2,150 due by March 1<sup>st</sup> of the reservation year, with the customer paying electric on the 1<sup>st</sup> of each month. \* Honoring First Right of Refusal to the last registrant.
4. Weekly – A \$25 deposit is required and the rates are In-District \$125 and Out-of-District \$145, with the customer paying electric upon departure.
5. Daily (Weekday – Sunday-Wednesday) – A deposit of the first night of the reservation is required at the time the reservation is made. In-District rate is \$22 and Out-of-District rate is \$25.
6. Daily (Weekend – Thursday-Saturday) – A deposit of the first night of the reservation is required at the time the reservation is made. In-District rate is \$25 and Out-of-District rate is \$28, with the balance due upon arrival.
7. Holiday Reservations – All holiday reservations must be paid in full at the time the reservation is made. There is a three (3) night minimum (Friday, Saturday and Sunday) and no weekday discounts will apply. Holidays are Memorial Day, 4<sup>th</sup> of July and Labor Day Weekend. Holiday Reservation for In-District rate is \$84 total and Holiday Out-of-District rate is \$90 total.  
Holiday Campers may reserve their reservation for the following year at time of stay or checkout this is your FIRST RIGHT OF REFUSAL.

B. Cancellation and changes of reservations:

1. Cancellation of reservations at least one (1) week prior to the first day of the site occupancy will result in a forfeit of the first night fee except Holiday Weekends. Any cancellation less than one (1) week prior to the first night of the site occupancy will result in NO refund.
2. No show reservations are non-refundable.
3. Holiday reservations are non-refundable.

C. Advance Reservations:

1. Gatehouse –During normal business hours at (217) 889-3601 or the Office at (217) 889-3901.

D. Past Due Fees: Refer to Park District Policy.

E. Cabin Rentals:

1. A deposit of the first night of the reservation is required at the time the reservation is made.
2. The balance of the reservation will be due on the first night of occupancy as indicated by the reservation.
3. Cabin reservation fees are non-refundable.
4. Off Season Cabin rates are November 01<sup>st</sup> – March 31<sup>st</sup>.
5. \*\* Honoring First Right of Refusal

F. Boat Rentals:

1. Pontoon Boat Rentals and Jon Boat Rentals require a deposit of \$25 at the time of the reservation with balance due at time of arrival along with a credit card for damage deposit. If cancellation of the reservation fee is made at least two (2) hours prior to occupancy, the occupant will be credited the deposit. If cancellation is received less than two (2) hours prior to the occupancy, no refund will be issued. Passenger limits on boats vary with each group to be determined by the Park at time of rental all Rules Apply.

G. No subleasing, all overnight guests must register with the Gatehouse.

H. Unusual Circumstances – The District reserves the right to make adjustments to the refund/retention guidelines, at the discretion of the Executive Director or their designee, in the case of unusual circumstances which necessitate a reservation cancellation.

If you have any questions, please feel free to contact the Clark County Park District Executive Director at (217) 889-3901 during normal business hours.

\*First Right of Refusal: Monthly, Annual, Seasonal Campers are encouraged to make their reservations for the next year during the present year or at checkout at the end of season. Should the camper fail to make reservation for next year as prescribed above your first right of refusal will be revoked.

\*\* First Right of Refusal: Cabin rentals are encouraged to make their reservation for the next year during or at checkout at the end of their current cabin rental. Failure to do so will revoke the first right of refusal. First right of refusal will begin April 01, 2019