

# **CAMP LEE CANYON REQUIREMENTS AND CONDITIONS**

**Please read all requirements before sending in your request. Any incomplete requests will not be accepted.**

**Request is at the end of this document (check box next to each item to initial).**

1. Camp fees are \$12/person per day for community groups with non-profit status. Commercial rates are \$24/person per day. Each reservation will have a minimum charge for fifty people. Deposit of \$600/\$1,200 required to hold dates (deposit will be added to final bill).
2. An "overnight reservation day" is defined as the period from 3:00 pm. On the day of scheduled arrival until 11:00 am of the last scheduled use day. A "day use reservation" is defined as a maximum eight-hour stay.
3. Cancellations must be made in writing 30 days in advance in order to receive a full refund.
4. Each user group **MUST** have a staff person trained and certified in First Aid/CPR procedures on site at all times. Proof of current First Aid/CPR must be provided to the camp manager or his designee at check-in.
5. A valid health card is required for anyone handling food. Proof of current Clark County Health District health card **MUST** be provided to the camp manager or his designee at check-in
6. At check-in time, the camp manager or his designee will conduct a walk through with the user group's representative. Anything in need of attention should be addressed at this time. User groups are responsible for maintaining the camp in a neat and orderly condition at all times. There is a \$100 per hour early/late fee for check in/out.
7. At checkout time, the camp manager or his designee will conduct an inspection of the facilities that were used to ensure the camp is clean and left in an acceptable condition. All unsatisfactory conditions will be brought to the attention of the user group's camp director. Following their stay, the user group will be billed for any times found to be in need of replacement or repair as a result of your group's use. A cleaning fee may also be applied for excess facility cleaning required due to group use.
8. No pets are allowed on the premises by any facility users.
9. Camp staff is generally on duty from 7:30 am to 4:00 pm. Facility users are asked to communicate any problems to staff during these hours. However, in case of an emergency, staff is on-call 24 hours a day for assistance. Upon check in, staff will explain in detail.
10. Vehicles are not allowed inside the camp gates. The only exception is for loading and unloading supplies and equipment. At all other times, vehicles should be parked in designated areas outside the camp.
11. Your safety is our concern. Please stay away from propane tanks, county vehicles and equipment.
12. The bell, located in front of the dining hall, is used to summon campers and for emergencies. To summon campers, ring the bell three times or less. Please note that continuous ringing signals an emergency to other mountain agencies. The misuse of the emergency signal will result in immediate loss of user privileges.
13. The area below the basketball court is a designated staff area only. Walking through is permitted, but please respect the privacy of resident camp staff.
14. Rodents at Camp Lee Canyon may carry diseases including the Hantavirus. An active rodent control program is underway to reduce any possibility of exposure. No food, including candy and soda is allowed in camper cabins or other resident areas at any time. Campers must avoid contact with the traps that have been set to control the rodent population in and around the buildings and camp. If you notice a trapped rodent or other rodent activity, such as droppings, please notify staff immediately so that appropriate measures and disinfecting of the area can take place.
15. The carrying, possessing or discharging of any firearms, firecrackers, rockets, torpedoes, or other fireworks, air guns, sling shots, boomerangs, or martial arts paraphernalia within any County facility or park, without written approval from the Director of Parks & Recreation or his/her designee is prohibited.
16. Consumption of alcoholic beverages is strictly prohibited without written approval from the Director of Parks & Recreation. It is prohibited to consume alcoholic beverages on roadways, parking lots, playgrounds, athletic facilities and at youth events.
17. No smoking is allowed within any public facility, per NRS statute 202.2491. At Camp Lee Canyon, smoking is only allowed in the designated outdoor smoking area, adjacent to the Dining Hall.
18. All kitchen utensils will be counted and signed for on arrival and departure by both Clark County staff and the user group's representative.
19. Firewood will be supplied to user groups in limited quantities. Discuss with camp manager prior to rental to determine the group needs.
20. Failure to adhere to the above "requirements and conditions", may result in loss of user privileges, and the denial of future reservation requests.

**Please remember, Clark County Parks and Recreation and all Camp Lee Canyon users are guests of the United States Forest Service. Please help preserve the mountain's fragile environment so that future users may enjoy the privilege of experiencing its beauty as well.**

Company/Organization

Date

Authorized Representative



Clark County Parks & Recreation
2017 Camp Lee Canyon
Reservation Request

Form must be filled out and returned electronically.
No fax or mail forms will be accepted

Primary date(s) requested: \_\_\_\_\_

Alternate date(s): 1. \_\_\_\_\_ 2. \_\_\_\_\_

Are you requesting: \_\_\_ Day Use or \_\_\_ Overnight

Arrival time: \_\_\_\_\_ Departure time: \_\_\_\_\_

\*Check in is at 3pm and check out is at 11am. There is an additional \$100/hour charge for early/late check in/out times.

Organization: \_\_\_\_\_

Approximate number of participants: \_\_\_ # Youth: \_\_\_ # Adult: \_\_\_

Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ E-mail: \_\_\_\_\_

Brief description of scheduled activities:

Please indicate camp amenities that you'll be using:

- \_\_\_ Dining Hall \_\_\_ Amphitheater
\_\_\_ Dining Hall Kitchen \_\_\_ Cabins (indicate # required)
\_\_\_ Recreation Hall \_\_\_ Hard surface court
\_\_\_ Recreation Hall kitchen \_\_\_ Archery Range
\_\_\_ Recreation Hall sleeping quarters

Camp Lee Canyon also has a full service challenge course for groups to utilize for an additional fee. If interested please contact Al Martinez at 455-7576. \*Please note scheduling of the course depends on the availability of staff and is only open on Fridays.

Contact person's name \_\_\_\_\_

\*Please note: Clark County Parks and recreation reserves the right to book the high ropes challenge course to other groups during your stay. If your group needs exclusive use of camp, notate that in your e-mail when submitting this form. Additional fees may apply.