

# SHELTER RESERVATION APPLICATION

FOX RIDGE STATE PARK

18175 State Park Road

Charleston, IL 61920

Office Hours: MONDAY - FRIDAY (8:30 AM - 3:00 PM)

Phone - 217-345-6416

**PLEASE READ AND FILL IN ALL BLANKS BEFORE RETURNING:**

Please fill in all required information and sign and return to Fox Ridge with your \$25.00 Reservation Fee. THE SHELTER FEE IS NON-REFUNDABLE: Upon receipt of this application form we will do our best to reserve the shelter of your choice, however if we do not have any shelters available for your chosen date your reservation fee will be returned. If your reservation is confirmed you will receive a confirmation letter. SHELTERS WILL BE HELD ONE HOUR PAST DESIGNATED ARRIVAL TIME.

BRICK PAVILION BATHROOMS WILL BE CLOSED FROM NOV 1 - MAY 1

PLEASE OBSERVE THE FOLLOWING RULES:

APRIL 1 - SEPTEMBER 30 PARK HOURS AS FOLLOWS: OPEN 7:30 A.M. - CLOSSES 10:00 P.M.

OCTOBER AND MARCH PARK HOURS AS FOLLOWS: OPEN 7:30 A.M. - CLOSSES 6:00 P.M.

NOVEMBER THRU FEBRUARY PARK HOURS OPEN - 7:30 A.M. - CLOSSES - 5:00 PM

### **Special Activities**

An Activity Permit and proof of insurance is required for the following activities: horse drawn carriages, hay rides, pony rides and provision of alcohol. Inflatable bounce house, velcro walls, etc. require Activity Permit and \$1,000,000 insurance with Illinois Department of Natural Resources as additional insured. **Activity Permit must be submitted twenty-one (21) days prior to the activity.** Activity Permits can be acquired through the park office.

SHELTER: - 1<sup>ST</sup> CHOICE \_\_\_\_\_ 2<sup>ND</sup> CHOICE \_\_\_\_\_ 3<sup>RD</sup> CHOICE \_\_\_\_\_

ARRIVAL DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ DEPARTURE DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

NUMBER OF PEOPLE \_\_\_\_\_ ORGANIZATION: \_\_\_\_\_

*I have read and understand the above stated rules and regulations. The conditions of the Shelter will be my responsibility during the time that our group is using it.*

PERSON APPLYING: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

*YOUR SIGNATURE AUTHORIZES THE DEPT. OF NATURAL RESOURCES TO LOWER THE AMOUNT OF YOUR CHECK IF FEE SUBMITTED IS GREATER THAN THE REQUIRED FEE.*

ADDRESS: \_\_\_\_\_

PHONE# \_\_\_\_\_ / \_\_\_\_\_

**CITY** \_\_\_\_\_ **STATE** \_\_\_\_\_ **ZIP** \_\_\_\_\_ **WORK** \_\_\_\_\_ **HOME** \_\_\_\_\_

*We can now e-mail confirmation letters. Please provide your full e-mail address to receive your confirmation letter by e-mail rather than through the post office. \_\_\_\_\_ (ex. [johnsmith@yahoo.com](mailto:johnsmith@yahoo.com))*

*RESERVATIONS CAN BE MADE WITH A CREDIT CARD BY CALLING FOX RIDGE STATE PARK BETWEEN THE HOURS OF 8:30 A.M. AND 3:00 P.M. MONDAY THROUGH FRIDAY. (MASTERCARD/VISA) after February 4.*

### **SHELTERS FOR RESERVATION - FACILITIES AND ACTIVITIES**

| SHELTERS        | WATER | HANDICAP ACCESS | PIT TOILET | FLUSH TOILETS | PLAY GROUND | VOLLEY BALL | ELECTRIC | GRILLS | BALL DIAMOND | HORSE SHOES | BASKET BALL |
|-----------------|-------|-----------------|------------|---------------|-------------|-------------|----------|--------|--------------|-------------|-------------|
| BRICK PAVILION  | YES   | YES             | NO         | YES           | YES         | YES         | YES      | YES    | NO           | YES         | NO          |
| BALL DIAMOND    | YES   | NO              | YES        | NO            | YES         | YES         | YES      | YES    | YES          | YES         | NO          |
| GRASSY          | NO    | NO              | YES        | NO            | YES         | NO          | YES      | YES    | NO           | NO          | NO          |
| POSSUM HOLLER   | YES   | YES             | YES        | NO            | YES         | YES         | YES      | YES    | NO           | NO          | YES         |
| RACCOON RETREAT | YES   | YES             | YES        | NO            | YES         | YES         | YES      | YES    | NO           | NO          | NO          |
| WHITE PINE      | YES   | NO              | YES        | NO            | YES         | YES         | YES      | YES    | NO           | NO          | NO          |