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## Group Campsite Reservation Procedures

### General Information

- The group campsite is open April 1 to October 20.
- The maximum length of stay is 5 nights annually.
- The group campsite is closed every Tuesday and Wednesday nights for grounds keeping purposes.
- Reservations incorporating a Tuesday and/or Wednesday night will be rejected.
- Maximum group size is 40 people and maximum number of vehicles allowed is 10.
- Parking is designated to accommodate 10 standard vehicles; trailers count as a vehicle.
- Requests for reservations are to be postmarked or faxed no earlier than **February 3, 2014**.
- Requests postmarked or faxed before **February 3, 2014** will be rejected.
- All reservation requests mailed (assuming regular mail delivery) or faxed on February 3, 2014, have equal chances of obtaining requested dates.
- Telephone and email reservations are not accepted.
- Do not send duplicate requests for the same group. Any that appear to be duplicates will be discarded.
- Processing of reservations begins about 10 days after opening date. Requests are sorted by postmark and fax date. All requests faxed or postmarked February 3 will be selected and processed. When all February 3 requests are completed, the process continues with February 4, and each subsequent date. It is not uncommon for the park to receive more requests than can be accommodated.
- If the first date requested is not available, alternate dates listed will be considered.
- In late February, email confirmations or phone calls will be made for those whose reservation has been accepted.
- Regret letters will be emailed or mailed in late February to those whose dates were not available.

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### Fee Information

- All open dates are available on a first-come, first-served basis beginning **March 3, 2014**.
- The fee for 2014 will be \$3.00 per person, per night, with a \$50.00 minimum for each night.
- There is no fee for children 5 or younger; however, they are counted to determine group size.
- Payment of \$50.00 per night reserved must be received by **March 24, 2014**, to hold a reservation. Reservations will be cancelled if the deposit is not received by **March 24, 2014**.
- Refunds are available if a group cancels 14 days prior to their reserved date. Partial refunds are available for overpayment.
- Call 435-425-4131 for more information.

Reservation requests must include the following information.

Fill out and return this form.

Please print.

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Group Leader's Name: \_\_\_\_\_

Email Address: \_\_\_\_\_  
(preferred)

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_

Number of visitors 5 years old and younger: \_\_\_\_\_

Number of visitors over 5 years of age: \_\_\_\_\_

Dates requested:	1st Choice	_____	_____
		Arrive	Depart
	2nd Choice	_____	_____
		Arrive	Depart
	3rd Choice	_____	_____
		Arrive	Depart

*Remember: The group site is closed every Tuesday and Wednesday nights.*

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Mail requests to:           Group Campsite Reservations  
                                  Capitol Reef National Park  
                                  HC70 Box 15  
                                  Torrey, UT 84775

Fax requests to:           Group Campsite Reservations  
                                  Capitol Reef National Park  
                                  435-425-3026

**All requests faxed or postmarked on the same day have equal preference.**